FORT BRAGG MILITARY RESERVATION

National Environmental Policy Act and Environmental Project Management

Standard Operating Procedures

Volume One

December 2005

The Right Way.
The Green Way.
All the Way.

Directorate of Public Works

Environmental Sustainment Division

Fort Bragg, North Carolina 28310

Document Control Information

Title:	Volume 1: Fort Bragg Military Reservation National Environmental Policy Act and Environmental Project Management Standard Operating Procedures
Effective Date:	12 December 2005
Document #:	ESD-EMB-NEPA-05001
Revision #:	Original as of 12 December 2005
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Approval:	DH: _____ PW: _____
Distribution:	General Distribution
File Locations:	http://158.5.89.140/sustainability/environmental/env_sust_division/env_mgnt/nepa/default.htm#SOPs and Z:\Ft. Bragg NEPA SOP\NEPA SOP_External_FINAL.doc

Purpose

This SOP documents the responsibilities and actions necessary to fulfill the requirements of the National Environmental Policy Act (NEPA) of 1969 (40 CFR 1500 *et seq.*) and Title 32 Code of Federal Regulations (CFR) Part 651 (32 CFR 651), "Environmental Analysis of Army Actions" which implements NEPA for the Department of the Army. It also addresses the environmental project management review process used by the Fort Bragg NEPA team to provide effective and timely environmental compliance review and oversight for proposed projects at the Installation.

Scope

This SOP provides concise information about the actions and responsibilities directly related to the analysis and documentation of information needed to prepare NEPA Records of Environmental Consideration (RECs), Environmental Assessments (EAs), or Environmental Impact Statements (EISs). It outlines the responsibilities of the resource management personnel at Fort Bragg to provide some of that analysis and information, but it does not detail the methods by which those personnel acquire, maintain, or track that information. The processes detailed in this document are only those directly related to fulfilling the regulatory requirements of NEPA, 32 CFR 651, and the Fort Bragg environmental project review and management process.

This document is intended to be a living document. It will be reviewed and revised by the Fort Bragg NEPA Team as regulatory or process changes require, or at least every five (5) years. The revision history of this document is recorded in detail in the Appendices. This page only notes the date of the latest revision.

At this time, information has not been provided regarding the development of Environmental Impact Statements (EISs) since they are such a rarity for the NEPA Team to develop. However, future revisions of this document will include information covering the EIS procedures and any other actions necessary to be described in this document.

This version of this document is in effect as of the latest date of approval shown above. All earlier versions of this document should be discarded and their use discontinued.

STANDARD OPERATING PROCEDURES

for implementing the

NEPA DOCUMENTATION AND ENVIRONMENTAL PROJECT MANAGEMENT PROCESSES
at
FORT BRAGG MILITARY RESERVATION, NORTH CAROLINA

DOCUMENT APPROVAL SIGNATURES

The attached document has been reviewed and accepted by the undersigned. It will serve as the Standard Operating Procedure for implementing the NEPA throughout the Fort Bragg Military Reservation, North Carolina.

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Introduction

This document describes the standard operating procedures (SOPs) for development of the various National Environmental Policy Act (NEPA) documents required for projects performed at the Fort Bragg Military Reservation, North Carolina. The Fort Bragg Directorate of Public Works NEPA Team is the primary user of this document, though this document also describes other persons and organizations having supporting responsibilities. The activities described herein are governed by the NEPA of 1969 and Title 32 Code of Federal Regulations (CFR) Part 651, "Environmental Analysis of Army Actions," which implements NEPA for the Department of the Army.

This document is divided into two volumes. **Volume One** describes the general NEPA and Project Management processes and the roles and responsibilities of each office/agency that supports those processes. **Volume Two** describes the details of the NEPA and Project Management processes that are to be used by the Environmental Management Branch NEPA and Project Management staff. The specific sections of each volume are summarized below.

Volume One: General NEPA and Project Management SOP

Section 1.0 summarizes the responsibilities of Fort Bragg organizations to carry out or provide support to the Fort Bragg NEPA process. While responsibilities are described throughout the document, this section identifies and summarizes those responsibilities for each organization mentioned in the document.

Section 2.0 describes the basic NEPA project review and management processes to review and screen projects received by the NEPA Team. This section also includes the main descriptions of the responsibilities of the Subject Matter Experts (SMEs) on which the NEPA Team relies to provide resource specific assessments of the potential impacts of proposed projects.

Section 3.0 describes the decision criteria used to develop Records of Environmental Consideration (RECs) and the manner in which RECs are used once they are completed and signed.

Section 4.0 describes the decision criteria and information used to develop Environmental Assessments (EAs). It also contains descriptions of (a) the types of EAs that may be used by the Fort Bragg NEPA Team, (b) types of meetings to gather information for the EAs, (c) contents of a general EA, (d) contents and use of the Finding of No Significant Impact (FNSI), and (e) the EA public review and comment process.

Section 5.0 describes the decision criteria and procedures used to develop Environmental Impact Statements (EISs). It also contains descriptions of (a) the types of EISs that may be used by the Fort Bragg NEPA Team, (b) types of meetings to gather information for the EISs, (c) contents of a general EA, (d) contents and use of the Record of Decision (ROD), and (e) the EIS public review and comment processes.

Section 6.0 describes the regulatory requirements for and processes used to implement the Mitigation Monitoring program at Fort Bragg. In particular, this section emphasizes the timing of documenting the required mitigation activities in both the NEPA documentation and the project RFP and contract, the monitoring process once the project is implemented, and the close-out procedures once a project is completed.

Appendix A provides a list of the commonly used acronyms and terms used in the NEPA and project management processes.

Appendix B describes the revision history of this volume.

Volume Two: Internal NEPA and Project Management SOP

Section 7.0 describes the purpose and use of the NEPA/Project Management database.

Section 8.0 details the REC development process, including its preparation and contents, how to track completed RECs, administrative record guidelines, and document formatting requirements.

Section 9.0 details the EA development process, including its preparation and contents, how to track completed EAs, administrative record guidelines, and document formatting requirements.

Section 10.0 details the EIS development process, including its preparation and contents, how to track completed EISs, administrative record guidelines, and document formatting requirements.

Section 11.0 describes the regulatory criteria and procedures used to prepare the NEPA document administrative records. It also describes the location and use of the NEPA and project management archives.

Section 12.0 describes the processes and data to be tracked to assess the effectiveness of the NEPA and project management programs and processes.

Appendix A provides sample copies of the NEPA and project management checklists used to track progress on each part of the process.

Appendix B provides sample NEPA documents such as transmittal letters, press releases, and basic outlines for RECs and FNSIs.

Appendix C provides contact information for local, state, and federal agencies directly or indirectly involved in these processes.

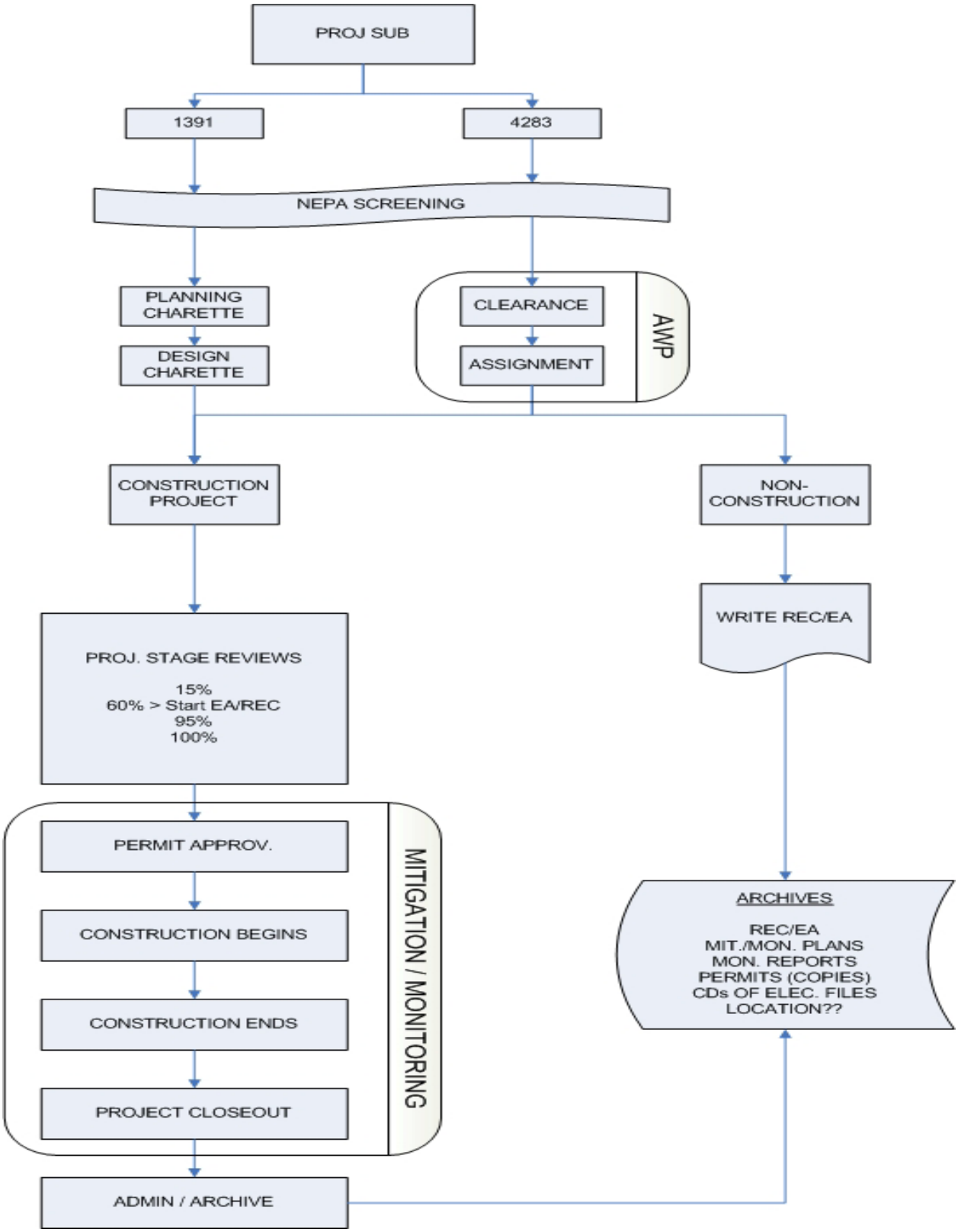
Appendix D provides a complete list of NEPA-related acronyms and a glossary of selected NEPA terms.

Appendix E provides the document formatting requirements for the NEPA documents described in these SOPs.

Appendix F provides the revision history of this volume.

Additions and revisions to this SOP will occur as the described processes are updated and/or as regulatory changes may require.

Figure 1-1 NEPA Process Flowchart



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VOLUME ONE:
NEPA / PROJECT REVIEW SOP

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1.0 Organizational Responsibilities

1.1 Project Proponent

The Proponent for all projects proposed and assessed at Fort Bragg is the Directorate of Public Works. The Proponent, through the Fort Bragg NEPA Analysis Team, is responsible for identifying the level of NEPA assessment needed for each proposed project and making sure that the NEPA analysis is performed adequately. The Proponent also is responsible for reviewing and approving the final Record of Environmental Consideration (REC). The proponent for the EAs is the Garrison Commander, the commander is responsible for approving the final Environmental Assessment (EA) or Environmental Impact Statement (EIS) by signing the Finding of No Significant Impact (FNSI) or Notice of Intent (NOI) before the proposed project is allowed to proceed.

1.2 Unit / Client

The military unit for which a project is to be done must be available to answer questions regarding the scope of that project. The scope of the project includes, but is not limited to, information about the types of materials to be used at the site and activities that will occur on the site once the project is completed, waste products to be disposed of, the proposed project construction limits, and alternatives to the proposed project. Depending on the results of the initial analysis by the subject matter experts, it may be necessary for the unit/client and project manager to sit down with the NEPA assessment team and SMEs to further refine the project scope and scale. Additionally, the unit may be required to perform short- or long-term mitigation activities as a condition of the project approval. These activities will be documented in the completed EA and become part of the ongoing mitigation monitoring program (see Section 6.0 for more information about the Mitigation Monitoring program).

1.3 NEPA Coordinators

The Fort Bragg NEPA Coordinator(s) will:

1. Review and approve all proposed actions with the potential to impact the environment.

2. Coordinate all NEPA actions to ensure accurate and timely analysis of proposed projects, and determine appropriate level of NEPA documentation

3. Coordinate review of NEPA documents with the North Carolina (NC) Department of Administration State Clearinghouse.

4. Prepare, review staff, and submit, as necessary all EBSs, RECs, Preliminary Assessment Review (PAR) to the Director of Public Works for approval.

5. Prepare, review, staff, and submit, as necessary, EA, Finding of No Significant Impact (FNSI), and EIS to the Installation Commander for approval and coordinate public notification process in accordance with NEPA requirements.

6. Provide technical assistance regarding preparation of environmental documentation including procedural requirements, format, baseline environmental conditions, data needs, potential impacts and mitigation/ monitoring alternatives.

7. Maintain a centralized file/archive of final environmental documents.

8. Conduct, coordinate or participate in public scoping meetings and hearings as a representative of the Installation Commander.

9. Prepare a Preliminary Assessment Review (PAR) for section 15, Environmental Analysis Data, (DD Form 1391) for all Major Military Construction projects.

10. Coordinate with the Staff Judge Advocate (SJA) for legal determinations and guidance relative to NEPA documentation.

11. Coordinate with cultural resources, NRD, and WMB for proposed Range projects that may affect these resource programs.

1.4 NEPA Environmental Engineer

The Fort Bragg NEPA Environmental Engineer(s) has the following responsibilities related to NEPA:

1. Coordinate NEPA review and project review milestones comments with all environmental program managers.

2. Review and forward consolidated Environmental Sustainment Division (ESD) comments to the Project Manager (PM) for any necessary action.

3. Maintain and implement the Fort Bragg NEPA mitigation monitoring program.

4. Implement and monitor the Fort Bragg Sustainable Project Rating Tool (SPiRiT)/Leadership in Energy and Environmental Design (LEED) program and work to incorporate this program into the NEPA analysis process.

5. Work to integrate Fort Bragg NEPA analysis and Environmental Management System (EMS)/Sustainability Management System (SMS) processes.

1.5 Project Manager (PM)

Project Managers are key to the NEPA review process, as they are the source of all design and construction information on the project to be assessed. They must provide the NEPA Environmental Engineer with four copies of the design sketches and drawings for review by the interdisciplinary review team made up of the Fort Bragg NEPA and environmental resource program staff (see Section 1.6). The PM takes action as necessary following receipt of consolidated review comments from Environmental Engineer.

Project Managers are responsible for projects from inception thru construction and completion of mitigation and monitoring.

1.6 Program Manager/Subject Matter Expert (SME) review and comments

Program Managers and Subject Matter Experts are responsible for reviewing all Fort Bragg major actions to ensure project compliance within their respective field of expertise and forward their comments to the NEPA Coordinator for consolidation. SMEs on the NEPA Team also facilitate any necessary coordination with federal, state and local agencies throughout the development of the NEPA documents to ensure compliance with environmental laws. The following subsections describe the primary resource programs that provide assistance and information to the NEPA process.

1.6.1 Water Management Branch

The Water Management Branch (WMB) conducts NEPA reviews concerning surface and stormwater protection. The Branch reviews and approves Sedimentation and Erosion Control plans regardless of project size to ensure they meet state and local requirements. The WMB also ensures Best Management Practices are implemented for all projects.

1.6.2 Natural Resource Division

- Conducts project plan review, NEPA document review, and interprets environmental laws and regulations with respect to Federal threatened and endangered (T&E) species protection and recovery, natural resource conservation, and wetlands protection, restoration, and mitigation in accordance with all DOD policies and regulations, as well as all applicable federal and state laws.

- Prepares and implements the Endangered Species Management Plan (ESMP), a species-specific plan that integrates landscape level, broad-based applied sustainable T&E management and recovery efforts across the installation to comply with all federal and state laws.

- Prepares and implements the Installation Natural Resources Management Plan (INRMP), a comprehensive integrated plan to implement sustainable natural resource programs on Fort Bragg and Camp Mackall in accordance with all applicable DOD policies and regulations, and federal and state laws.

- Responsible for conducting all Endangered Species Act (ESA) Section 7 consultations with the U.S. Fish and Wildlife Service (USFWS) for all major projects on the Installation that may impact T&E species. Maintains copies of all correspondence to/from USFWS related to these consultations.

- Responsible for conducting all Clean Water Act (CWA) Section 404/401 wetland consultation and permit actions with the U.S. Army Corps of Engineers (USACE), Wilmington District, and monitoring all wetland mitigation actions for projects on the Installation that may impact wetlands and streams. Maintains copies of all correspondence to/from USACE and permits related to these consultations.

- Provides NEPA coordinator with all appropriate ESA Section 7 and CWA Section 404/401 consultation documents and permits, as required for completing NEPA documentation and administrative records. These documents include copies of Biological Assessments (BA), USFWS Biological Opinions (BO), and any consultation letters sent to or received from either USFWS or the USACE, Wilmington District.

1.6.3 Cultural Resources Program

Cultural Resource Branch conducts NEPA review and interprets environmental laws and regulations, with respect to archeological sites, historical buildings, historic districts and viewshed considerations.

- Prepares the Integrated Cultural Resources Management Plan (ICRMP) to document current information and practices about the location and protection of important cultural resources on the installation. This is a comprehensive document for Cultural Resources Management on Fort Bragg which includes the standards for assessing proposed projects and their impact to cultural resources. For further information about the ICRMP please access the document via the Cultural Resources Management Program website at www.bragg.army.mil/culturalresources/.

- Is the liaison to the State Historic Preservation Office (SHPO) for compliance with Cultural Resources Laws, Federal Regulations, and Executive Orders.

- Provides NEPA Coordinator with a copy of the SHPO consultation letter in a timely manner as part of the administrative record.

1.6.4 Range Control

- Provides review of projects for consistency with Range Control Master Plan.
- Coordinates with NEPA Coordinator on training activities that may affect wildlife, forestry, wetlands, or cultural resources.
- Prepare the Range Control Master Plan to document the current information and practices about the location, appropriate uses, and management of the installation's training areas. This document also should list and describe the short- and long-term training area maintenance and development projects. This document thus would provide a consistent standard against which the proposed projects could be assessed for impacts on these training lands.

1.7 Staff Judge Advocate (SJA)

The SJA provides document review of the draft and final EAs, as well as legal interpretation of current regulations and laws governing the preparation of NEPA documents. Additionally, the SJA may provide assistance to the NEPA analysis team with determining the appropriate level of NEPA analysis necessary for a given project.

1.8 Garrison Commander

The Garrison Commander (GC) is the final signatory and approval authority for EA and EIS documents developed for Fort Bragg projects. Specifically, the commander signs the final FNSI and the draft and final EAs once each is completed.

2.0 NEPA Project Review and Management

Task:	NEPA Project Review and Management
Primary Responsibility:	NEPA Coordinator / NEPA Environmental Engineer
Secondary Responsibility:	Fort Bragg Subject Matter Experts
Time to Complete (per project):	Varies

2.1 Review of Work Orders and Other Projects by Program Managers

2.1.1 Purpose

To provide internal guidance and procedures for reviewing the environmental impacts of proposed projects and actions in compliance with the National Environmental Policy Act (NEPA); 32 CFR Part 651, Environmental Effects of Army Actions, and Regulation 200-1, Environmental Protection and Enhancement; applicable federal, state, and local environmental laws and regulations, and other laws and regulations that DPW has management responsibility for.

2.1.2 Objectives

- To establish procedures for ensuring that the environmental impacts of a proposed project or action are assessed in a comprehensive and timely manner.
- To ensure that required environmental documentation is identified, prepared, and submitted with other project documents during the decision making process.
- To ensure that any mitigation measures, required permits and other environmental concerns are identified and forwarded to the project proponent, manager or designer for action.
- To ensure that coordination and cooperation among program managers is identified and initiated
- Provide good customer support to project proponents by returning Environmental Sustainment Division and Natural Resources Division comments within 10 working days of the receipt of the project documents. Some deadlines may be longer or shorter depending on the needs of the proponent

2.1.3 Procedures

A flow chart depicting the general NEPA process is shown in Figure 1-1 (page 3).

2.1.4 Clearance Process

The Facility Management Division (FMD) work order section receives a work request from a customer (4283) the information is entered into the Integrated Facilities System (IFS) tracking system and this information is retrieved by the Work Coordination System (WCS) on a daily basis.

Prior to the NEPA coordinators receiving a work order via email, the work order section filters the work orders to only projects that require an environmental review. This is done using the ***Environmental Considerations Checklist*** developed by the NEPA coordinators (see sample checklist in Volume 2, Appendix A).

When a work order requires a NEPA review, a clearance request email (Figure 2-1) is sent directly to the NEPA coordinators, in turn, the coordinators have five days to clear the project so it may be sent to the assignment meeting.

Once the work order is received, the NEPA coordinator determines which appropriate Subject Mater Expert (SME) or Environmental Program Manager (EPM) is required to provide work order clearance comments. The NEPA coordinator selects the appropriate discipline in the WCS and forwards them an email for their action. After reviewing the work order information (i.e. linked folders of drawings, scope of work, specifications, etc…), the SME or EPM enters appropriate comments in the WCS Project Clearance Form (Figure 2-2).

Upon receipt of the of the clearance request, the SME or EPM review the proposed project for compliance with federal, state, and local environmental regulations, stewardship, and environmental impacts (including cumulative). Significant consideration should be given to sustaining the environment and identify specific ways to minimize, mitigate or avoid environmental impacts.

Project comments must be clear, concise and project specific. If a permit or survey is required, the comment should state what type permit or survey, name of the point of contact (POC) and phone number, who is responsible for obtaining or scheduling, cost (if not paid by DPW; in some cases the PM will have to build this cost into the project budget detailed on the DD 1391), lead time, and other relevant information.

Comments requiring other types of coordination (site visits, etc.) or requesting additional information should contain enough information so the project manager or proponent can coordinate with the SME or provide the appropriate information.

If the reviewer has no comments, the reviewer will enter the “no comment” into the WCS system so the NEPA coordinator knows the proposed project was reviewed by that resource program.

If the reviewer cannot make the requested suspense, notify (email) the NEPA coordinator so the project manager can be kept informed about any delays.

Once the environmental review is completed, the comments are then reviewed by the NEPA coordinator to determine what type of documentation (REC/EA), permit requirements, and regulatory compliance is required. To complete the clearance process, the NEPA coordinator updates the WCS and the NEPA Database on whether or not NEPA documentation is required.

Note: By conducting an environmental review of the proposed project early in the process, any additional coordination, mitigation, permits, or surveys that are required for the completion of the project can be identified, documented, funded, scheduled, and implemented.

Figure 2-1 WCS generated email of project requiring NEPA Clearance

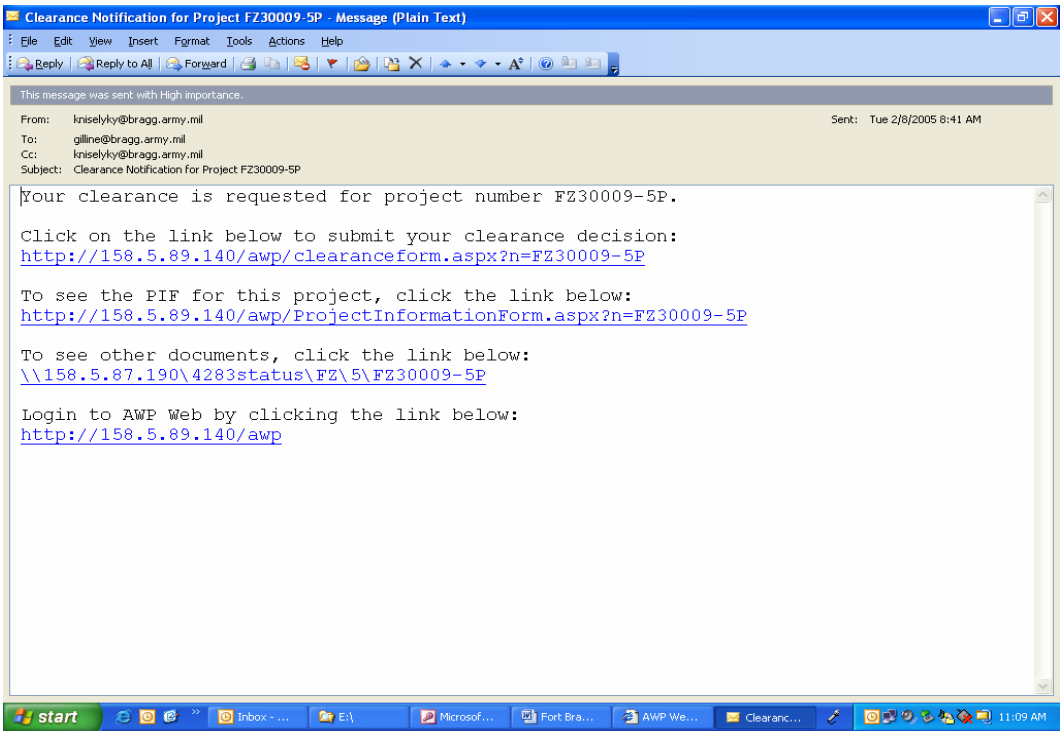
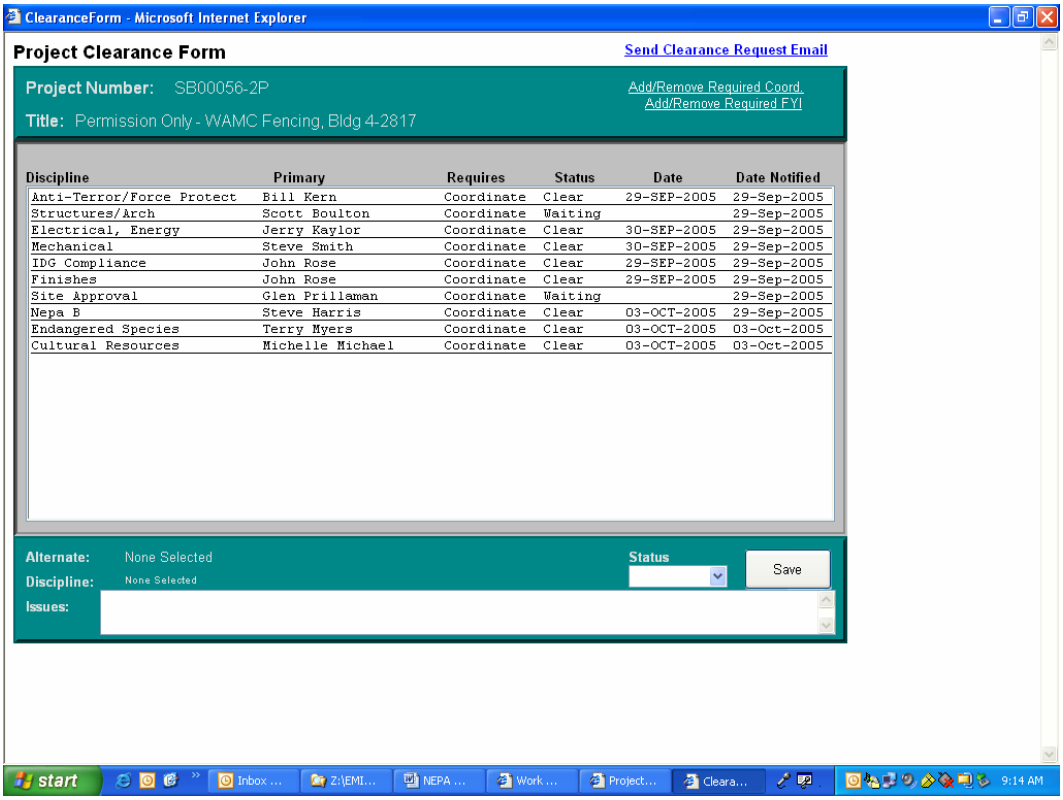


Figure 2-2 WCS Project Clearance Form

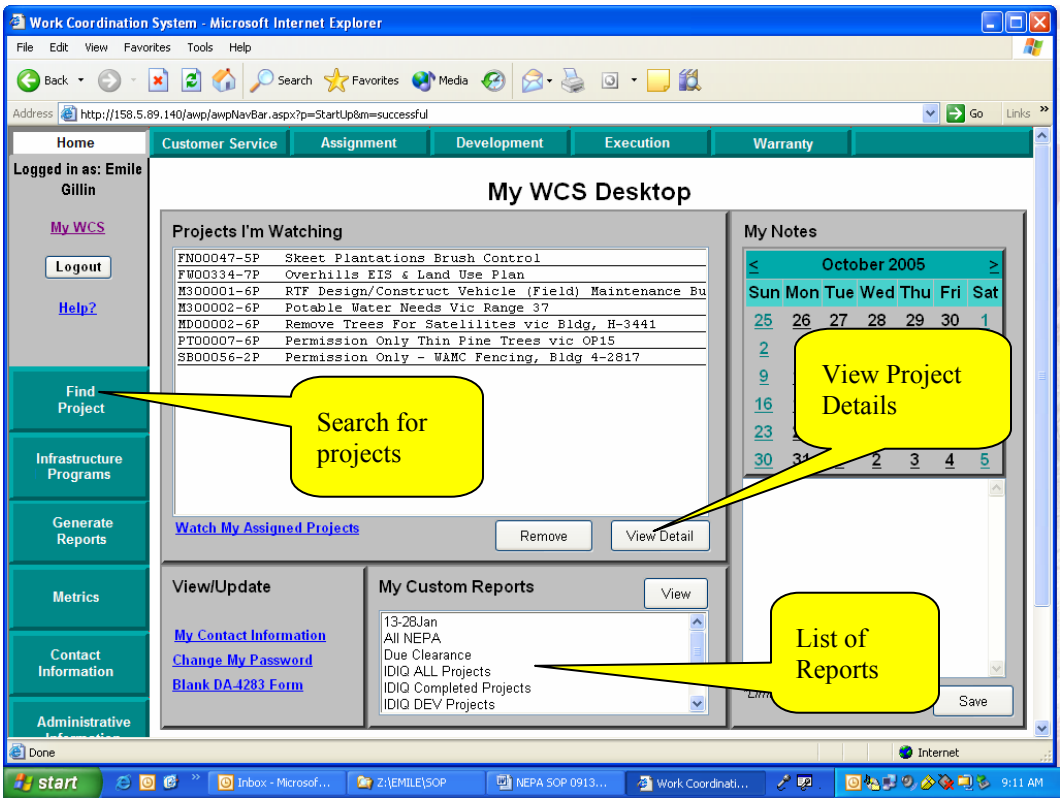


2.1.5 Work Coordination System (WCS) Navigation

Upon receipt of email notification to clear a project, in order to update the WCS Clearance Form (Figure 2-2) the reviewer must be logged in to the WCS, otherwise updates will not be saved in the WCS.

After you log in to the WCS and you will be in My WCS Desktop screen (Figure 2-3, below). This screen is your homepage where you can view and follow the projects, search, design and review reports.

Figure 2-3 My WCS Desktop screen



In order to add comments to the Work Coordination System follow the procedures below. (Number corresponds to the WCS function).

(1) **CUSTOMER SERVICE—**allows viewing all the projects in the clearance stage.

(2) **VIEW DETAIL**—opens the **Project Detail Form** and allows you to view full detail of the work order.

(3) **PROJECT I'M WATCHING**—allows you to track projects on **My WCS Desktop Screen**

(4) **REQUIRES NEPA**—filled in by NEPA coordinators to determine if NEPA is required.

(5) **ADD NEW REMARKS**—opens a form to add your comments to the work order.

(6) **DATES**—allows NEPA coordinators to enter the REC/EA completed date.

(7) **CLOSE—**when finished selects this function to return to **My WCS Desktop Screen**

Figure 2-4 My WCS Desktop Form

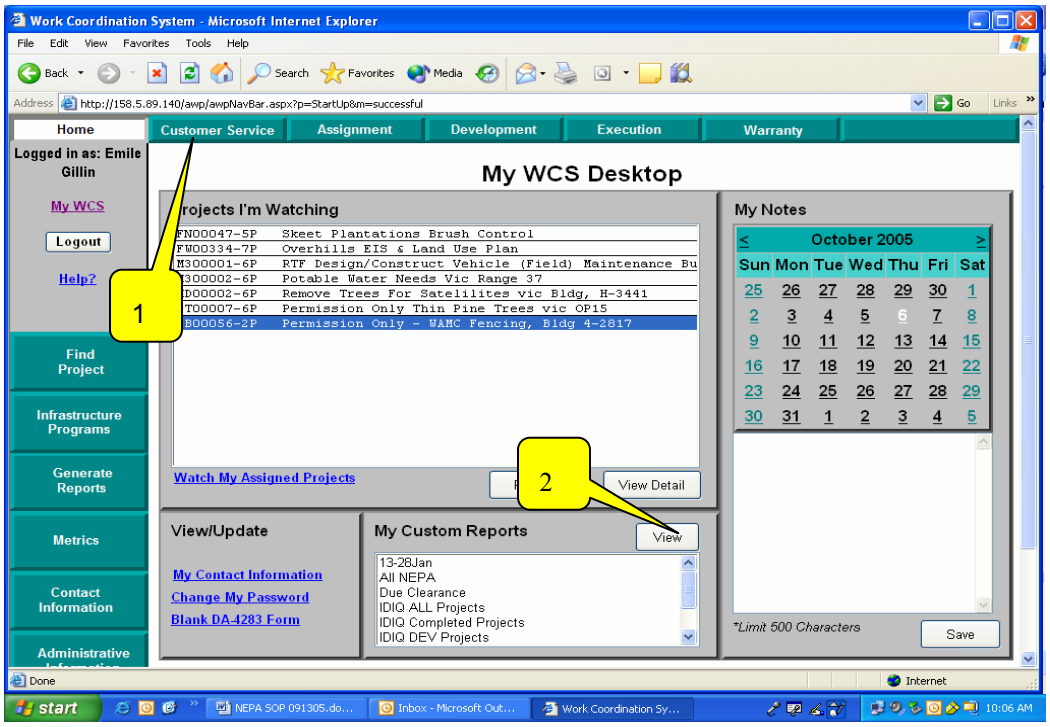
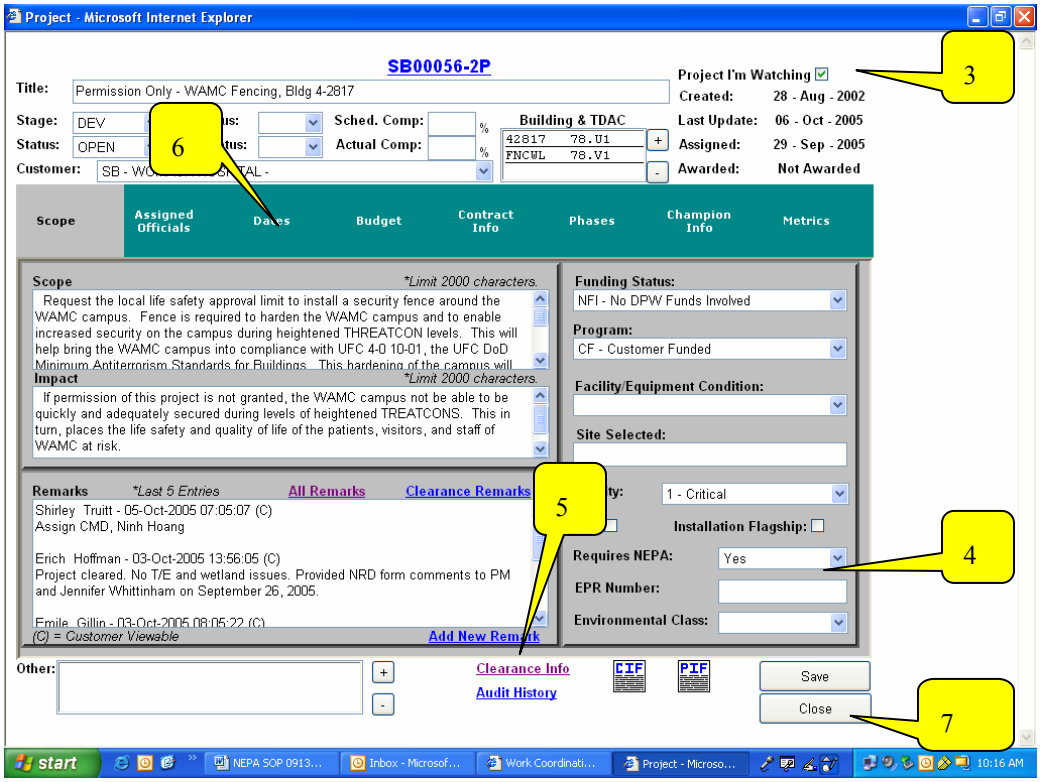


Figure 2-5 Project Detail Form



2.4 Screening Criteria for Routing Projects for Review

Note: These screening criteria is not necessarily all inclusive since regulations change or new situations arise.

2.4.1 Purpose

To aid NEPA coordinators in identifying program managers to review a project for environmental impacts. This helps the NEPA coordinator determine the level of NEPA documentation required.

2.4.2 Cultural Resources Management Program

Program Manager: Jeff Irwin, 6-6680 ext 360

- Cultural Resources: Michelle Michael or Heather McDonald, 6-6680 ext 343 / 396

Projects impacting archaeological sites or historic structures 45 years or older that have not been evaluated for the National Register of Historic Places. Structures include buildings, bridges, landscapes or other man-made objects.

Needs to see:

- Projects visible from a Historic District (in the viewshed)
- Projects within a historic district, including the Old Post Historic District, Overhills Historic District, and Simmons Army Airfield Historic District.
- Projects impacting buildings individually eligible for the National Register of Historic Places (including, but not limited to, Water Treatment Plant (V-3308, V-3912, V-3610, V-3911), Longstreet Presbyterian Church & Cemetery (O-9023), Sandy Grove Presbyterian Church & Cemetery (O-9008), Barber Steamship Company Hunting Lodge No . 2, Camp MacKall, (former) Bus Station (1-3151), CMTC Mess Hall Building (2-7502) (see also Building Status Excel file).
- Projects, such as tree removal, landscaping, exercise areas, parking lots, gazebos, etc., located near buildings or within districts that are eligible for inclusion in the National Register of Historic Places.
- Projects that involve the adaptive reuse, renovation, or rehabilitation of a historic building either individual or within a historic district
- Any ground disturbing activities in any area not currently inventoried for cultural resources under Section 110 of the National Historic Preservation Act.

Does not need to see:

- Ground altering projects in areas previously inventoried and cleared for archaeology
- Changes to structures/buildings less than 45 years old, unless in the Old Post Historic District

Table 2-1 Cultural Resources Permit Requirements

Permit Activity	Impact Threshold Criteria	Permit \ Consultation Required?	Considerations (I.e., permit type, cost. Time constraints, other)
SHPO Consultation	Undertaking (project) has the potential to impact a historic building, historic district, or eligible archaeological site.	Formal Letter to SHPO	Will need to include project description or scope of work, drawings, and photographs with formal letter. Minimum 30 day consultation period.
MOA with SHPO	Undertaking (project) will adversely impact a historic building, historic district, or eligible archaeological site.	Signatures Required	Will need to include all of the above in addition to a plan to mitigate the adverse effect. The MOA must be signed and mitigation complete and approved before proceeding with project. Minimum 6 month waiting period.

2.4.3 Natural Resources Division

Division Chief: Terry Myers, 6-2510

- Compliance Biologists, Erich Hoffman (6-2867) and Ginny Carswell, 7-3578
- Urban Forester, Lynette Simko, 7-3578

Endangered Species Branch:

- Branch Chief: Jackie Britcher 2-7781
- Botanist, Janet Gray, 2-7782, ext. 205

Needs to see any project that requires ground disturbance to include but not limited to:

- Projects that take place in or near reservoirs, creeks, drainages, or other bodies or water
- Sediment removal from an erosion control dams (for monitoring of amphibians)
- Downrange projects in previously undisturbed areas
- Projects or operations that could affect a threatened or endangered (T&E) species
- Any proposed activities within 200 feet of a Red Cockaded Woodpecker (RCW) cavity tree
- Projects affecting forest management, tree removal, timber harvesting and landscaping
- Projects taking place in the Green Belt
- Projects affecting wetland or within a 100 feet of a wetland
- Major training exercises occurring in RCW forage partitions

Does not need to see: Interior Renovation projects

Table 2-2 Natural Resources and Endangered Species Permit Requirements

Permit Activity	Impact Threshold Criteria	Permit Required?	Considerations (I.e., permit type, cost. Time constraints, other)
ESA Section 7 Informal USFWS Consultation Process	Project impacts not likely to adversely affect endangered species/endangered species habitat or projects affecting large patches of trees that are not in partitions.	Federal Regulator: USFWS concurrence through letter	**Minimum 30-day** USFWS review, letter sent to USFWS by Fort Bragg to document assessed impact levels to T&E species. USFWS replies with letter indicating concurrence/non-concurrence with Fort Bragg assessment and USFWS permission for project and conservation recommendations.
ESA Section 7 Formal USFWS Consultation Process	Project impacts may adversely affect endangered species/endangered species habitat (as determined by biological assessment (BA).	Federal Regulator: USFWS concurrence through Biological Opinion (BO)	30 days for USFWS to review Fort Bragg BA and prepare a BO. 45 days for action agency to review draft BO and submit comments to USFWS. USFWS then prepares final BO and submits it to Fort Bragg. **Total process time: 135 days.** USFWS BO will include Reasonable and Prudent Measures (RPMs) in addition to recommended conservation measures.
CWA Section 404/401 Permits ***No Permit needed***	Wetland impacts >0.1 acre or <150 linear feet of stream	A nationwide permit (NWP) or individual permit (IP) is not needed	Impacts to< 0.1acre require action agency (the Installation) to notify USACE explaining project scope and impact. No permit necessary, and no time requirement as no reply from USACE is required. In all cases, wetlands must be delineated by jurisdictional definition using 1987 USACE manual. The USACE will validate all Jurisdictional Determinations (JDs).

Permit Activity	Impact Threshold Criteria	Permit Required?	Considerations (I.e., permit type, cost. Time constraints, other)
CWA Section 401/404 Wetland ***Nationwide Permit Process***	Wetland impacts >0.1 but <0.5 acres, or > 150 linear feet of a stream	Nationwide Permit (NWP) required Section 401 water quality certification may be required depending on NWP conditions (i.e., permit will specify if water quality certification is needed)	The maximum acreage limit of most new and recently modified NWPs is 0.5 acres. However, any impact > 0.1 acre requires a NWP. Nation wide permits are activity specific, with terms and conditions to ensure that these activities result in minimal adverse effects on the aquatic environment. Most new NWP's require submission of a preconstruction notification (PCN), here in known as a PCN, for discharges of dredged or fill material resulting in the loss of greater than 1/10 of an acre of waters of the US. For NWP's 39, 40, 42, and 43 we have imposed a 300 linear foot limit for filing and excavating stream beds. New NWP general conditions limit activities in designated critical resource waters and fills in waters of the US within 100-year floodplains. NWP does still provide authorization process when compared to the standard permit process, because the Wilmington Corps of Engineers must reply to the applicant within 45 days of the receipt date for a complete PCN.
CWA Section 404/401 ***Individual Permit Process***	Wetland impacts >0.5 acres.	Individual Permit (IP) required Section 401 water quality certification is required by NC Dept. of Water Quality (NCDWQ)	Engineer form 4345 is required by the USACE when applying for an IP. There is a 100-day review period for IP applications, and requires a public review process. Also, the USACE must complete a separate NEPA EA for the project (may be incorporated by reference into the Installation EA on the project).

2.4.3 Environmental Compliance Branch (ECB)

Branch Chief: Christine Hull, 907-3214

2.4.3.1 Air Quality: Robert Hayden 432-8467 and Gary Cullen 907-3645

Needs to see:

- Spray gun painting, as a routine process.

- Sandblasting and shotblasting. Regardless of the size or duration of the project, there are air regulatory considerations.

- All boilers, new, replaced, removed or rebuilt,.

- New, replaced, removed or rebuilt incinerators.

- New, replaced, removed or rebuilt emergency electrical power generators, any size (need to know size in kilowatt (kW), location and fuel type).

- Permanent printing operations.

- The installation of any refrigeration or fire suppression systems containing greater than 50 pounds of ozone depleting substances (refrigerants). Refer all questions to the ECB Air Program Manager.

- Any proposed waste disposal involving burning. The open burning of construction debris is prohibited in North Carolina.

- For further information on permits, see 'Permit Considerations,' below.

Does not need to see:

- Spot-painting and occasional maintenance painting, as well as painting structures (buildings).

- Hot water heaters (less than 120 GL, and less than 160 PSIG)

- Obscurants for training

- Prescribed burning in woodlands (addressed by Natural Resources Division)

- Painting of items as part of normal maintenance, to include aerosol can touch-up painting

Permit Considerations:

- If a new emissions source requires inclusion on the Fort Bragg Air Permit, the process can take six to nine months. Construction of the source may not begin, or a pre-built source (such as a generator) may not be installed, until a permit is issued.

- Permitting applicability of an emissions source depends on type of emissions, size, fuel combusted, coatings used, and much more. Refer all questions to the ECB Air Program Manager. Permitting thresholds for some common sources are listed below:

- Emergency Generators: All proposed new generators must be reported. They must be applied for (permitted) if: (a) diesel and greater than 590 kW; (b) natural gas greater than 680 kW; (c) liquid propane gas (LPG) greater than 1,800 kW.

- Boilers. All boilers (not residential-scale hot water heaters) must be reported. They must be applied for (permitted) if: (a) oil-fired and greater than 2.5 mm British thermal units per hour (BTU/hr); (b) natural gas greater than 10 mm Btu/hr.

- Additionally, the construction or installation of a group of emission sources, even if individually below the permit threshold, may also require permitting. Refer all questions to the ECB Air Program Manager.

2.4.3.2 Asbestos: Gary Cullen, 907-3645

Needs to see:

Any projects involving building demolition or renovation, or any building projects that would involve structural or physical changes to the building including the removal or repair of HVAC systems. In addition, if any projects involve the disturbance of the following materials, please notify the asbestos program manager.

- Steam pipes, boilers, and furnace ducts and chiller pipe insulation
- Resilient floor tiles (vinyl asbestos, asphalt, and rubber), vinyl sheet flooring, and adhesives
- Cement sheet, millboard, and paper used as insulation around furnaces and wood burning stoves.
- Door gaskets in furnaces, wood stoves, and coal stoves.
- Soundproofing or decorative material sprayed on walls and ceilings.
- Patching and joint compounds for walls and ceilings, and textured paints, putty and caulk.
- Asbestos cement roofing, shingles, and siding.
- Artificial ashes and embers fireproof gloves,
- Automobile brake pads and linings, clutch facings, and gaskets.
- Ceiling tile, blown-in insulation, fire curtains, electrical cloth
- Replacement of exterior water lines

Does not need to see:

- Projects where only painting, landscaping, or non-structural work is involved.
- New construction (no demolition involved)

Once the asbestos program manager is notified of a project that may disturb suspect asbestos containing building materials (ACBM), an inspection of the building will be performed to include sampling and laboratory analysis of ACBM. The costs for performing the lab analysis are contingent on the availability of funds. If a life, health, safety justification is submitted by the project manager this will help support the cost justification for the sampling and analysis.

Permit Considerations:

- If the above referenced inspection results indicate the presence of ACBM and the amount of asbestos to be disturbed is **less than** 35 cubic feet, 160 square feet, or 260 linear feet, please contact the DPW asbestos abatement staff at 432-7375. The asbestos will be abated depending on the crew's availability.
- If the above referenced inspection results indicate the presence of ACBM and the amount of asbestos to be disturbed is **more than** 35 cubic feet, 160 square feet, or 260 linear feet, but less than 656 cubic feet, 1500 linear feet, or 3000 square feet, an asbestos removal permit must be

obtained from the North Carolina Division of Health Hazards Control. The turn around time for the state to process a submitted application form for a permit is up to 10 working days. In addition, ambient air sampling and clearance air sampling must be scheduled and performed by a North Carolina qualified and certified person in association with this project. The costs for the permit depend on the type and amount of ACBM to be removed and the availability of funds. Please contact the DPW asbestos abatement staff at 432-7375.The asbestos will be abated depending on the crew's availability.

- If the above referenced inspection results indicate the presence of ACBM and the amount of asbestos to be disturbed is **more than** 656 cubic feet, 3000 square feet, or 1500 linear feet, an asbestos removal permit must be obtained from the North Carolina Division of Health Hazards Control. The turn around time for the state to process a submitted application form for a permit is up to 10 working days. In addition, ambient air sampling and clearance air sampling must be performed by a North Carolina qualified and certified person in association with this project. The costs for the permit depend on the type and amount of ACBM to be removed and the availability of funds. Because of the size and potential complexity of this type of job, an abatement design must be performed by a North Carolina accredited designer. In addition, the project manager should consider whether to use in house versus contracted services based on the resources available to him/her.

- Please call the asbestos program manager if there are questions regarding permitting issues.

2.4.3.3 Lead Based Paint: Danny Terry, 396-7432

Needs to see:

- Projects involving demolition, repair, renovation or maintenance of painted building materials in structures.

Does not need to see:

- Projects where only nailing, drilling small holes, etc is involved
- Small-scale projects that involve only replacement of doors (exterior, interior or overhead), windows, or light fixtures
- Installation of swamp coolers or window air conditioners
- New construction (no demolition involved)

2.4.3.4 Hazardous Waste: Wilfredo Rivera, 6-2295

Needs to see:

Any projects involving renovation, repair and new construction of buildings and facilities. Any projects that require the managing of regulated waste during contractors operations and/or waste generation through the phases of the construction. Notify the management of hazardous waste and materials to the project manager.

- Petroleum, oils and Lubricants
- Fluorescent lamps and ballasts (possible contamination due to lamps containing mercury [LCM] or polychlorinated biphenyl [PCBs])

- Projects involving disposal of potential hazardous materials or waste, usually contracts
- Projects that cite deficiencies from environmental inspections as a justification to do the project.
- Projects that require the manifesting of hazardous waste and non-hazardous waste off post
- Projects that are designed to ultimately generate hazardous and non-hazardous waste (i.e. maintenance shops, etc.)

2.4.3.5 Installation Restoration Program: Ed Schwacke, 2-8470

Needs to see:

- All sighting issues related to any project regardless of cost.
- Projects built on or near closed landfills, motor pools, industrial wastewater treatment plant, sewage treatment plant, new central wash rack, or other installation restoration projects (Solid Waste Management Units [SWMU]). SWMU sites with Land Use Controls (LUCs) cannot be constructed upon or used for recreational uses. LUCs are recorded in the Base Master Plan.
- Projects or digging near groundwater monitoring wells (usually near SWMUs).
- Construction on site that involved excavating or digging into soil
- Earth moving or disposal of dirt

2.4.3.6 Underground Storage Tanks (USTs)/Above-ground Storage Tanks (ASTs): Ed Schwacke, 432-8470

Need to see:

- All sighting issues related to any project regardless of cost.
- Projects in motor pools, especially involving hazardous waste, material or petroleum/oil/lubricant (POL) disposal or storage (i.e. work on POL storage area)
- Projects involving the installation or removal of emergency generators on Fort Bragg or PCMS
- Projects involving the replacement of heating fuel with natural gas, hot water, or steam
- Projects involving the upgrading or installation of new fuel facilities on Fort Bragg.
- Removal, repair or maintenance of USTs/ASTs
- Moving or installing new ASTs
- Projects involving grease racks/washracks/oil water separators (OWS).
- Projects taking place in the vicinity of USTs or former UST sites.
- Demolition projects involving removal of Real Property (e.g. USTs, OWS, washracks, or ASTs).

Note: No new USTs, will be installed on Fort Bragg by order of the GC.

Table 2-3 ASTs/IRPs Permit or Consultation Requirements

Permit Activity	Impact Threshold Criteria	Permit Required	Considerations (i.e., permit type, cost. Time constraints, other)
ASTs	If the total capacity of oil stored within the facility exceeds 16K gallons	AST permit	3 to six weeks for paperwork to be processed by NCDENR, site map and tank information required for permit application. The ECB will generate the application after documentation is provided by installing activity.
IRP	Any construction or intrusive activities adjacent to a Solid Waste Management Unit, includes OWS and wash racks. SWMU sites with LUCs cannot be constructed or trespassed upon.	Letter to NCDENR	NCDENR must provide a letter through the IRP program approving work. Ed Schwacke will draft and send the letter through GC requesting permission.

2.4.3.7 Waste/Drinking Water: Lynn Vaughan, 907-2419

Needs to see:

- Projects in motor pools, especially involving hazardous waste, material or POL disposal or storage (i.e. work on POL storage area)
- Projects that involve discharge into a drain, drainage, or sewage system or other body of water
- Development of waste water or sewage disposal system
- Modification or installation of plumbing systems, upgrades -especially drinking water or sewage connections
- Projects that may add to water demand- showers, toilets, urinals, etc., or use of wells downrange that may impact water rights
- Any project that requires construction dewatering
- Any project involving a requirement for a spill plan by a contractor - use of hazardous materials

Does not need to see:

- Projects for routine drainage repair (i.e. around buildings)

Table 2-4 Water Permit Requirements

Permit Activity	Impact Threshold Criteria	Permit Required?	Considerations (i.e., permit type, cost. Time constraints, other)
Sewer Extension 15A NCAC 2H .0217(a)(3)	1. Single building with two or more building drains that join beyond 10 feet outside the building wall. 2. Two separate buildings with a single building drain that joins together. 3. Single structure separated by a 4hr. fire wall. 4. Single building with multiple drains connected into one sewer line beyond the 10 foot boundary. 5. A single building sewer that traverses over adjoining property. 6. a single building sewer that travels along any street, road or highway right of way 7. any construction of pump stations	Yes Yes Yes Yes Yes Yes	Wastewater Collection System Extension permit, must be obtained BEFORE construction begins. Application may be obtained on-line through the Division of Water Quality's (Division) Gravity Sewer Minimum Design Criteria for the Fast-Track Permitting of Pump Stations and Force Mains. Permit application approval is based on the certification provided by the NC licensed Professional Engineer named in the application. The certification of completion must be signed and stamped by the Professional Engineer named in the permit.

Permit Activity	Impact Threshold Criteria	Permit Required?	Considerations (i.e., permit type, cost. Time constraints, other)
Water extensions	Intentions to construct, alter, or expand a community or non-transient non-community water system requires written notice via application for approval of plans and specifications for a water supply system.	yes	Water Extension application, plans, specifications, reports or other applicable data must be submitted in triplicate for review by the Public Water supply Section, Division of Environmental Health, 1634 Maul Service Center, Raleigh, NC 27699-1634 before construction begins. You may obtain this form from the web http://www.deh.enr.state.nc.us/pws/PlanReview/ApplicationForApproval.pdf Rule .0301 - .0308 and .0901 - .0908 of Title 15A Subchapter 18C of the North Carolina Administrative Code (T15A..18C.0301-0308 and T15A. 18C.0901 -.0908) gives guidance as to what is needed. Fort Bragg's Water System Management Plan (WSMP) #00-01779 is on file with NCDENR and can be used in lieu of completing another.
Septic Tanks	Before construction you must contact the County Health Department in the county that the septic tank is to be installed. They will give you guidance as to whether you must submit an application for a permit	Possibly	Permits are needed for any proposed site for a residence, place of business, or place of public assembly in an area not served by an approved wastewater system and must be obtained before construction begins. Permits are valid without expiration for a plat, and are valid for five years for a site plan. Request a County Health Department Application for Improvement Permit and/or Authorization to Construct. Guidelines for in Section .1900 - .1968 of Title 15A Subchapter 18A of the North Carolina Administrative Code.

2.4.3.8 Solid Waste: Sid Williamson 396-3372/977-2502, Tim Nance 396-5323

Need to see:

- Demolition projects
- Renovation projects
- Asbestos generating projects
- Tree removal projects

Table 2-5 Solid Waste Permit Requirements

Permit Activity	Impact Threshold Criteria	Permit Required?	Considerations (i.e., permit type, cost. Time constraints, other)
Landfill Disposal Permit	Permit to enter the landfill to dispose of solid waste	Required by the Solid Waste Program, Environmental Sustainment Division, DPW	- Obtain Landfill Disposal Permit from the Solid Waste Program, Environmental Compliance Branch, Environmental Sustainment Division, DPW

2.4.4 Water Management Branch

Branch Chief, Craig Lantz 396-2301

- Erosion Control and Stormwater Management, Lee Ward 396-2301 ext 218
- Oil/Water Separators, Herman Crawford 396-2301 ext. 220

Needs to see

- All construction/demolition projects that involve ground disturbing activities
- Projects that involve the replacement of existing infrastructure or utilities
- Projects that involve discharge into a drain, drainage, or sewage system or other body of water
- Projects involving paving of parking areas
- Construction taking place in a flood plain
- Projects in motor pools where oil/water separators exist
- All new projects that involve the installation of an oil/water separator

Does not need to see

- Projects involving interior construction

Table 2-6 Erosion Control, Grit Chamber, and Oil Water Separator Permit or Consultation Requirements

Permit Activity	Impact Threshold Criteria	Permit Required?	Considerations (i.e., permit type, cost. Time constraints, other)
Land disturbing activity	Land disturbing activities one acre and above	North Carolina Erosion & Sediment Control Plan	- Review fee = 50$/acre - 30 day review period - Expires after 3 years
Land disturbing activity	Land disturbing activities one acre and above	National Pollution Discharge Elimination System	- Receipt upon approval of erosion control plan - 30 day review period

2.4.5 Range Control

All project review comments and activities for range control projects will be done by the respective resource SMEs. Range Control staff will not have an active role in the NEPA or project review processes except to provide information about the range projects being reviewed and range management issues.

2.5 Project Review and Management

Project review under NEPA is a detailed evaluation of proposed architectural/engineering designs for construction to ensure that all preventive and/or corrective measures where the total environment are concerned. NEPA project review includes federal, state and local regulatory issues and provides instruction for any mitigation identified. The following is the Fort Bragg NEPA project review process:

1. PMs deliver project submittals accompanied with a both a written request for technical review and the Environmental PM/A&E Questionnaire to the NEPA Environmental Engineer (EE), Jennifer Whittinham, Bldg. 3-1137.

2. NEPA EE logs project submittals into NEPA database and log book.

3. NEPA EE reviews submittals to determine which SMEs are appropriate reviewers as well as the applicability to the SPiRiT/LEED requirement. NEPA EE ensures Environmental Questionnaire is adequately completed by the PM/A&E for each project submittal, prior to distribution to SMEs.

4. The NEPA EE then distributes project to appropriate SMEs for their specific review and comments. The Environmental Questionnaire is addressed by each Envrionmental/Natural Resources Program Manager within five (5) working days of the submittal, regardless of stage of project completion. An Environmental Checklist is then returned to the PM within 5 days of the planning charette or design submittal. That checklist is a multi media punch list of all regulatory and Fort Bragg requirements. The master questionnaire and checklist are kept in the NEPA EE project folder. These review comments are returned to PM within ten (10) working daysand stored in the NEPA database and project folder.

5. Additionally, a decision is made by NEPA Coordinators during the clearance and assignment process to determine the level/type of NEPA analysis required.

6. NEPA EE reviews submittals for SPiRiT/LEED requirements, as needed.

7. NEPA EE receives/compiles SME review comments and logs them into the NEPA database. Compiled comments are returned to PM and added to project folder.

8. NEPA EE attends project meetings and repeats Steps 1-6 for each subsequent submittal.

9. NEPA analysis is performed by appropriate NEPA analyst

    a. Mitigation requirements are identified, if any, and added to NEPA analysis document

    b. If needed, mitigation monitoring plan is developed (see Section 6.0)

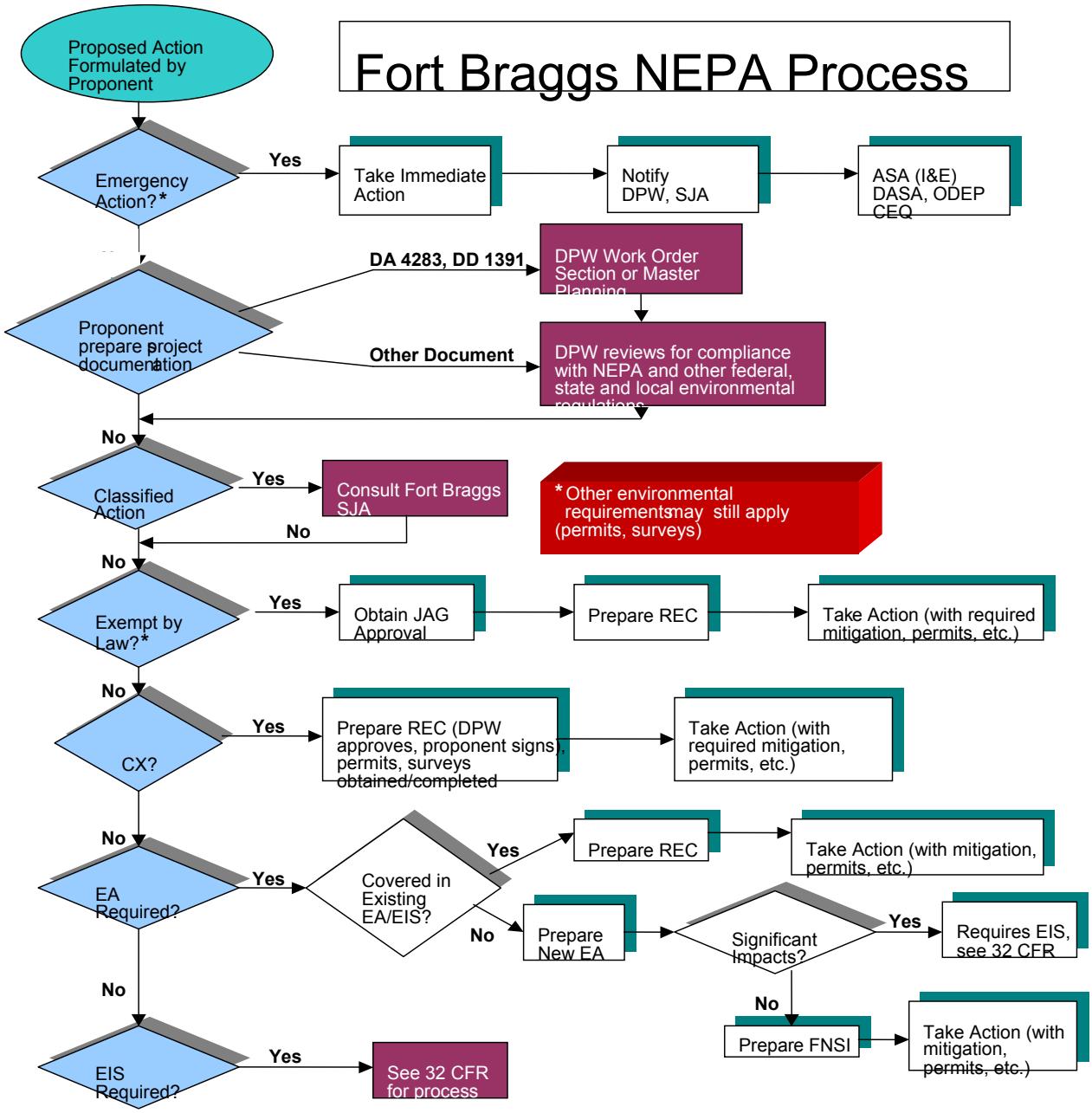
10. NEPA EE validates all project management checklist requirements have been completed.

11. NEPA EE delivers final NEPA analysis document in a signed and dated portable document format (i.e., Adobe PDF file) to PM and explains all necessary mitigation activities required for project to proceed.

12. NEPA EE prepares project administrative record and archives files.

Figure 2-6 Flowchart of NEPA Process

Flow chart summarizing the process for determining NEPA document requirements



Acronyms used:

ASA(I&E)	Assistant Secretary of the Army for Installations and Environment
DASA	Deputy Assistant Secretary of the Army
FNSI	Finding of No Significant Impact
JAG	Judge Advocate General
ODEP	Office of the Deputy of Environmental Programs (Army)
REC	Record of Environmental Consideration
SJA	Staff Judge Advocate

3.0 Record of Environmental Consideration

Task:	Preparation of NEPA Record of Environmental Consideration (REC)
Primary Responsibility:	NEPA Coordinator
Secondary Responsibility:	Fort Bragg Subject Matter Experts
Time to Complete (per project):	Varies; generally 2-4 weeks per project.

A Record of Environmental Consideration (REC) is a signed statement submitted with project documentation that briefly documents that an Army action has received environmental review. RECs are prepared for categorical exclusions (CXs) that require them, and for actions covered by existing or previous NEPA documentation. A REC briefly describes the proposed action and timeframe, identifies the proponent and approving official(s), and clearly shows how an action qualifies for a CX, or is already covered in an existing EA or EIS. When used to support a CX, the REC must address the use of screening criteria to ensure that no extraordinary circumstances or situations exist. A REC has no prescribed format, as long as the above information is included. To reduce paperwork, a REC can reference such documents as real estate Environmental Baseline Studies (EBSs) and other documents, as long as they are readily available for review. While a REC may document compliance with the requirements of NEPA, it does not fulfill the requirements of other environmental laws and regulations.

3.1 Description and Actions requiring an REC

This section covers the specific requirements for the development process and content of Records of Environmental Consideration (REC) prepared by the Director of Public Works Environmental Management Branch, Fort Bragg, NC. The Department of Army requirements for the purpose and content of the Record of Environmental Consideration provided in Army Regulation 200-2 “Environmental Analysis of Army Actions” (as documented in 32 CFR Part 651).

3.1.1 What are Categorical Exclusions?

The CXs are those actions identified by the Department of the Army (DA) as having no individual or cumulative effect on the human or the natural environment, and for which neither an EA nor an EIS is required. The use of a CX is intended to reduce paperwork and eliminate delays in the initiation and completion of proposed actions that have no significant impact. RECs prepared by the NEPA team will be no more than three (3) pages including a GIS map of spatial data.

3.1.2 CX Screening Criteria

(a) To use a CX, the project must satisfy the following three screening conditions:

(1) The action has not been segmented. Determine that the action has not been segmented to meet the definition of a CX. Segmentation can occur when an action is broken down into small parts in order to avoid the appearance of significance of the total action. An action can be too narrowly defined, minimizing potential impacts in an effort to avoid a higher level of NEPA documentation. The scope of an action must include the consideration of connected, cumulative, and similar actions (see Sec. 651.51(a)).

(2) No exceptional circumstances exist. Determine if the action involves extraordinary circumstances that would preclude the use of a CX (see paragraphs (b) (1) through (14) of this section).

(3) One (or more) CX encompasses the proposed action. Identify a CX (or multiple CXs) that potentially encompasses the proposed action. If no CX is appropriate, and the project is not exempted by statute or emergency provisions, an EA or an EIS must be written.

3.1.3 List of Current CXs

Before any CXs can be used, the NEPA team will use the Screening Criteria, referenced in 32 CFR 651.29. This section of the CFR is provided below for additional reference.

(a) For convenience only, the CXs are grouped under common types of activities (for example, administration/ operation, construction/demolition, and repair and maintenance). Certain CXs require a REC, while others do not. To answer a common question posed by PMs and the Installation SMEs, the CX list includes the notation of whether or not the CX requires a REC. RECs will be drafted with comments and information from the interdisciplinary team, completed by the NEPA team and signed by the proponent. Concurrence on the use of a CX is required from the appropriate environmental coordinator (EC), and that signature is required on the REC.

(b) Administration/operation activities:

(1) Routine law and order activities performed by military/military police and physical plant protection and security personnel. This also includes civilian natural resources and environmental law officers. (REC not required)

(2) Emergency or disaster assistance provided to federal, state, or local entities (REC required).

(3) Preparation of regulations, procedures, manuals, and other guidance documents that implement, without substantive change, the applicable Headquarters Department of the Army (HQDA) or other federal agency regulations, procedures, manuals, and other guidance documents that have been environmentally evaluated (subject to previous NEPA review). (REC not required)

(4) Proposed activities and operations to be conducted in an existing non-historic structure which are within the scope and compatibility of the present functional use of the building, will not result in a substantial increase in waste discharged to the environment, will not result in substantially different waste discharges from current or previous activities, and emissions will remain within established permit limits, if any (REC required).

(5) Normal personnel, fiscal, and administrative activities involving military and civilian personnel (recruiting, processing, paying, and records keeping) (REC not required).

(6) Routinely conducted recreation and welfare activities not involving off-road recreational vehicles (REC not required).

(7) Deployment of military units on a temporary duty (TDY) or training basis where existing facilities are used for their intended purposes consistent with the scope and size of existing mission (REC not required).

(8) Preparation of administrative or personnel-related studies, reports, or investigations. (REC not required)

(9) Approval of asbestos or lead-based paint management plans drafted in accordance with applicable laws and regulations (REC required).

(10)Non-construction activities in support of other agencies/organizations involving community participation projects and law enforcement activities (REC not required).

(11)Ceremonies, funerals, and concerts. This includes events such as state funerals, to include flyovers (REC not required)

(12)Reductions and realignments of civilian and/or military personnel that: fall below the thresholds for reportable actions as prescribed by statute (10 U.S.C. 2687) and do not involve related activities such as construction, renovation, or demolition activities that would otherwise require an EA or an EIS to implement (REC required). This includes reorganizations and reassignments with no changes in force structure, unit re-designations, and routine administrative reorganizations and consolidations (REC required).

(13)Actions affecting Army property that fall under another federal agency's list of categorical exclusions when the other federal agency is the lead agency (decision maker), or joint actions on another federal agency's property that fall under that agency's list of categorical exclusions (REC required).

(14)Relocation of personnel into existing federally-owned or commercially-leased space, which does not involve a substantial change in the supporting infrastructure (for example, an increase in vehicular traffic beyond the capacity of the supporting road network to accommodate such an increase is an example of substantial change) (REC required).

(c) Construction and demolition:

(1) Construction of an addition to an existing structure or facility, and new construction on a previously developed site or on a previously undisturbed site if the area to be disturbed has no more than 5.0 cumulative acres of new surface disturbance. This does not include construction of facilities for the transportation, distribution, use, storage, treatment, and disposal of solid waste, medical waste, and hazardous waste (REC required).

(2) Demolition of non-historic buildings, structures, or other improvements and disposal of debris there from, or removal of a part thereof for disposal, in accordance with applicable regulations, including those regulations applying to removal of asbestos, polychlorinated biphenyls (PCBs), lead-based paint, and other special hazard items (REC required).

(3) Road or trail construction and repair on existing rights-of-ways or on previously disturbed areas (REC not required)

(d) Cultural and natural resource management activities:

(1) Land regeneration activities using only native trees and vegetation, including site preparation. This does not include forestry operations (REC required).

(2) Routine maintenance of streams and ditches or other rainwater conveyance structures (in accordance with USACEs permit authority under Section 404 of the Clean Water Act and applicable state and local permits), and erosion control and stormwater control structures (REC required).

(3) Implementation of hunting and fishing policies or regulations that is consistent with state and local regulations (REC not required).

(4) Studies, data collection, monitoring and information gathering that do not involve major surface disturbance. Examples include topographic surveys, bird counts, wetland mapping, and other resources inventories (REC required).

(5) Maintenance of archaeological, historical, and endangered/threatened species avoidance markers, fencing, and signs (REC not required).

(e) Procurement and contract activities:

(1) Routine procurement of goods and services (complying with applicable procedures for sustainable or ``green'' procurement) to support operations and infrastructure, including routine utility services and contracts (REC not required).

(2) Acquisition, installation, and operation of utility and communication systems, mobile antennas, data processing cable and similar electronic equipment that use existing right-of-way, easement, distribution systems, and/or facilities (REC required).

(3) Conversion of commercial activities under the provisions of AR 5-20. This includes only those actions that do not change the actions or the missions of the organization or alter the existing land-use patterns (REC not required).

(4) Modification, product improvement, or configuration engineering design change to materiel, structure, or item that does not change the original impact of the materiel, structure, or item on the environment (REC required).

(5) Procurement, testing, use, and/or conversion of a commercially available product (for example, forklift, generator, chain saw, etc.) which does not meet the definition of a weapon system (part 15, DODI 5000.2), and does not result in any unusual disposal requirements (REC not required).

(6) Acquisition or contracting for spares and spare parts, consistent with the approved Technical Data Package (TDP) (REC not required).

(7) Modification and adaptation of commercially available items and products for military application (for example, sportsman's products and wear such as holsters, shotguns, side arms, protective shields, etc.), as long as modifications do not alter the normal impact to the environment (REC required).

(8) Adaptation of non-lethal munitions and restraints from law enforcement suppliers and industry (such as rubber bullets, stun grenades, smoke bombs, etc.) for military police and crowd control activities where there is no change from the original product design and there are no unusual disposal requirements. The development and use by the military of non-lethal munitions and restraints which are similar to those used by local police forces and in which there are no unusual disposal requirements (REC required).

(f) Real estate activities:

(1) Grants or acquisitions of leases, licenses, easements, and permits for use of real property or facilities in which there is no significant change in land or facility use. Examples include, but are not limited to, Army controlled property and Army leases of civilian property to include leases of training, administrative, general use, special purpose, or warehouse space (REC required).

(2) Disposal of excess easement areas to the underlying fee owner (REC required).

(3) Transfer of real property administrative control within the Army, to another military department, or to other federal agency, including the return of public domain lands to the Department of Interior, and reporting of property as excess and surplus to the General Services Agency (GSA) for disposal (REC required).

(4) Transfer of active installation utilities to a commercial or governmental utility provider, except for those systems on property that has been declared excess and proposed for disposal (REC required).

(5) Acquisition of real property (including facilities) where the land use will not change substantially or where the land acquired will not exceed 40 acres and the use will be similar to current or ongoing Army activities on adjacent land (REC required).

(6) Disposal of real property (including facilities) by the Army where the reasonably foreseeable use will not change significantly (REC required).

(7) Acquisition of land for restoration of off-post contamination, in accordance with Comprehensive Environmental Response, Compensation & Liability Act (CERCLA) (REC required).

(g) Repair and maintenance activities:

(1) Routine repair and maintenance of buildings, airfields, grounds, equipment, and other facilities. Examples include, but are not limited to: removal and disposal of asbestos-containing material (for example, roof material and floor tile) or lead-based paint in accordance with applicable regulations; removal of dead, diseased, or damaged trees; and repair of roofs, doors, windows, or fixtures (REC required for removal and disposal of asbestos containing material and lead-based paint or work on historic structures).

(2) Routine repairs and maintenance of roads, trails, and firebreaks. Examples include, but are not limited to: grading and clearing the roadside of brush with or without the use of herbicides; resurfacing a road to its original conditions; pruning vegetation, removal of dead, diseased, or damaged trees and cleaning culverts; and minor soil stabilization activities (REC not required).

(3) Routine repair and maintenance of equipment and vehicles (for example, autos, tractors, lawn equipment, military vehicles, etc.) except depot maintenance of military equipment, which is substantially the same as that routinely performed by private sector owners and operators of similar equipment and vehicles (REC not required).

(h) Hazardous materials/hazardous waste management and operations:

(1) Use of gauging devices, analytical instruments, and other devices containing sealed radiological sources; use of industrial radiography; use of radioactive material in medical and veterinary practices; possession of radioactive material incident to performing services such as installation, maintenance, leak tests, and calibration; use of uranium as shielding material in containers or devices; and radioactive tracers (REC required).

(2) Immediate responses in accordance with emergency response plans (for example, Spill Prevention Control and Countermeasure Plan (SPCCP)/Installation Spill Contingency Plan (ISCP), and Chemical Accident and Incident Response Plan) for release or discharge of oil or hazardous materials/substances; or emergency actions taken by Explosive Ordnance Demolition (EOD) detachment or Technical Escort Unit (REC not required).

(3) Sampling, surveying, well drilling and installation, analytical testing, site preparation, and intrusive testing to determine if hazardous wastes, contaminants, pollutants, or special hazards (for example, asbestos, PCBs, lead-based paint, or unexploded ordnance) are present (REC required).

(4) Routine management, to include transportation, distribution, use, storage, treatment, and disposal of solid waste, medical waste, radiological and special hazards (for example, asbestos, PCBs, lead-based paint, or unexploded ordnance), and/or hazardous waste that complies with EPA, Army, or other regulatory agency requirements. This CX is not applicable to new construction of facilities for such management purposes (REC not required).

(5) Research, testing, and operations conducted at existing enclosed facilities consistent with previously established safety levels and in compliance with applicable federal, state, and local

standards. For facilities without existing NEPA analysis, including contractor-operated facilities, if the operation will substantially increase the extent of potential environmental impacts or is controversial, an EA (and possibly an EIS) is required.

(6) Reutilization, marketing, distribution, donation, and resale of items, equipment, or materiel; normal transfer of items to the Defense Logistics Agency. Items, equipment, or materiels that have been contaminated with hazardous materials or wastes will be adequately cleaned and will conform to the applicable regulatory agency's requirements (REC not required).

(i) Training and testing:

(1) Simulated war games (classroom setting) and on-post tactical and logistical exercises involving units of battalion size or smaller, and where tracked vehicles will not be used (REC required to demonstrate coordination with installation range control and environmental office).

(2) Training entirely of an administrative or classroom nature (REC not required).

(3) Intermittent on-post training activities that involve no live fire or vehicles off established roads or trails. Uses include, but are not limited to, land navigation, physical training, Federal Aviation Administration (FAA) approved aerial overflights, and small unit level training (REC not required).

(4) Development/operational testing and demonstrations of new equipment at a government or commercial facility where the tests are conducted in conjunction with normal development or operational activities that have been previously assessed in an Army document pertaining to those operations (REC not required).

(j) Aircraft and airfield activities:

(1) Infrequent, temporary (less than 30 days) increases in air operations up to 50 percent of the typical installation aircraft operation rate (REC required).

(2) Flying activities in compliance with Federal Aviation Administration Regulations and in accordance with normal flight patterns and elevations for that facility, where the flight patterns/elevations have been addressed in an installation master plan or other planning document that has been subject to NEPA public review (REC not required).

(3) Installation, repair, or upgrade of airfield equipment (for example, runway visual range equipment, visual approach slope indicators) (REC not required).

(4) Army participation in established air shows sponsored or conducted by non-Army entities on other than Army property (REC not required).

3.2 After REC is signed

A signed copy in Adobe PDF format is emailed to the Project Manager.

The original copy is placed in NEPA binder (organized by year and project number), all binders will be labeled by the year documents were signed and kept in the NEPA office.

A copy is placed in project folder with all supporting documents (emails, hand written meeting notes, graphs, sketches, Geographic Information system (GIS) data and analysis done by inter-disciplinary group and outside agencies). All RECs and supporting documents will be kept on file for a period of six years.

Copies of all documents will be kept in electronic format in the NEPA team's database.

4.0 ENVIRONMENTAL ASSESSMENTS

Task:	Prepare NEPA Environmental Assessment documentation
Primary Responsibility:	NEPA Coordinator/Analyst or Contracted Company
Secondary Responsibilities:	Fort Bragg Subject Matter Experts, Staff Judge Advocate, Garrison Commander
Time to Complete (per project):	Varies, but generally 120 to 180 days.

4.1 General Information

This section covers the specific requirements for the development process and content of environmental assessments prepared by the Public Works Business Center-Environmental Management Branch, Fort Bragg, NC. The Department of Army requirements for the purpose and content of the Environmental Assessment (EA) are provided in Army Regulation 200-2 "Environmental Analysis of Army Actions" (as documented in 32 CFR Parts 651.32 to 651.39).

4.1.1 Regulatory Requirements for Preparation of an EA

The preparation of an environmental assessment (EA) is mandated by the NEPA of 1969 (40 CFR Parts 1500-1508) and guided by AR 200-2 (32 CFR Part 651) for proposed actions that:

1. Are not an emergency (see 32 CFR 651.11(b));
2. Are not exempt from (or an exception to) the NEPA (see 32 CFR 651.11 (a));
3. Do not qualify as a Categorical Exclusion (CX) (see 32 CFR 651.11(c));
4. Are not adequately covered by existing NEPA analysis and documentation (see 32 CFR 651.19);
5. Do not normally require the development of an EIS (see 32 CFR 651.42).

Projects that do not meet one of these five criteria must be analyzed using the EA process to determine if they could cause significant impacts to the human or natural environment. The EA process requires a hard look at the magnitude of potential impacts, evaluation of their significance, and documentation of those impacts and their magnitude in the form of either a Notice of Intent (NOI) to prepare an EIS or a Finding of No Significant Impact (FNSI).

The EA is intended to assist agency planning and decision-making. This document is used routinely as a planning document to evaluate impacts, develop alternatives and mitigation measures, and allow for agency and public participation in the project review process. As per 32 CFR 651.20, the EA:

1. Briefly provides the decision maker with sufficient evidence and analysis for determining whether a FNSI or an EIS should be prepared;
2. Assures installation compliance with the NEPA if an EIS is not required and a Categorical Exclusion is inappropriate;
3. Facilitates the preparation of an EIS, if one is required based on the EA assessment of a project's impacts;

4. Includes brief discussions of the need for the proposed action, alternatives to the proposed action, environmental impacts, and a listing of persons and agencies consulted in the preparation of the EA; and

5. Provides the proponent, the public, and the decision maker with sufficient evidence and analysis for determining whether environmental impacts of a proposed action are potentially significant. An EA is substantially less rigorous and costly than an EIS, but requires sufficient detail to identify and ascertain the significance of expected impacts associated with the proposed action and its alternatives. The EA often can provide the required "hard look" at the potential environmental effects of an action, program, or policy within 15 to 75 pages, depending on the nature of the action and project-specific conditions.

The EA process provides a central document detailing the concerns about and assessments of the potential project impacts on the installation resources. In doing so, many installation departments (such as water management or cultural resource management) can provide the information on those potential impacts to one coordinating department (in the case of Fort Bragg, to the DPW NEPA analysis team) to be addressed in the comprehensive EA instead of requiring separate assessments by each department. This simplifies and shortens the overall impact assessment process for each project requiring such an assessment. See Section 1.0 for a description of the responsibilities of each participant in this process.

4.1.2 Actions Requiring an EA

There are several types of Army actions normally require an EA. These actions are listed below (from 32 CFR 651.33):

- Special field training exercises or test activities in excess of five acres on Army land of a nature or magnitude not within the annual installation training cycle or installation master plan.

- Military construction that exceeds five contiguous acres, including contracts for off-post construction.

- Changes to established installation land use that generate impacts on the environment.

- Alteration projects affecting historically significant structures, archaeological sites, or places listed or eligible for listing on the National Register of Historic Places

- Actions that could cause significant increase in soil erosion, or affect prime or unique farmland (off Army property), wetlands, floodplains, coastal zones, wilderness areas, aquifers or other water supplies, prime or unique wildlife habitat, or wild and scenic rivers.

- Actions proposed during the life cycle of a weapon system if the action produces a new hazardous or toxic material, or results in a new hazardous or toxic waste, and the action is not adequately addressed by existing NEPA documentation. Examples of these types of actions are provided in 32CFR 651.33(f).

- Development and approval of installation master plans.

- Development and implementation of Integrated Natural Resources Management Plans (INRMPs) (land, forest, fish, and wildlife) and Integrated Cultural Resources Management Plans (ICRMPs).

- Actions that take place in, or adversely affect, important wildlife habitats, including wildlife refuges.

- Field activities on land not controlled by the military, except those activities that do not alter land use to substantially change the environment. Examples of these type of activities are provided in 32 CFR 651.33(j).

- Any action with substantial adverse local or regional effects on energy or water availability. Such impacts can only be adequately identified with input from local agencies and/or citizens.

- Production of hazardous or toxic materials.

- Changes to established airspace use that generate impacts on the environment or socioeconomic systems, or create a hazard to non-participants.

- An installation pesticide, fungicide, herbicide, insecticide, and rodenticide-use program/plan.

- Acquisition construction, or alteration of (or space for) a laboratory that will use hazardous chemicals, drugs, or biological or radioactive materials.

- An activity that affects federally listed threatened or endangered plant or animal species a federal candidate species, a species proposed for federal listing, or critical habitat.

- Substantial proposed changes in Army-wide doctrine or policy that potentially have an adverse effect on the environment (as described in 40 CFR 1508.18(b)(1)).

- An action that may threaten a violation of federal, state, or local law or requirements imposed for the protection of the environment.

- The construction and operation of major new fixed facilities or the substantial commitment of installation natural resources supporting new materiel at the installation.

4.2 EA Development Process

In general, the development of an EA follows the steps listed below. These steps and their results are described briefly in the sections that follow.

1. It is determined by the Environmental Project Review process that a project needs an EA;

2. Project information is forwarded to the appropriate NEPA Analyst to begin the EA process;

3. Initial Project Scoping meeting is scheduled and held with the PM and unit/client to verify the project information;

4. Draft Sections 1 (Purpose and Need for the project) and 2.0 (Description of the proposed action and alternatives) are drafted and distributed to the SMEs for review and comment regarding potential impacts on their respective resource areas. Second Project Scoping meeting is scheduled.

5. Second Project Scoping meeting is held to go over the project details between the PM and SMEs. This allows both to be sure the project details are accurately understood and the estimated impacts are properly defined.

6. The first draft EA is written using information from the second scoping meeting. This draft is then sent out to the SMEs and the SJA for review and comment and to verify the accuracy of the information in their respective resource sections.

7. The draft EA is revised based on the SME / SJA comments and resubmitted to them for final accuracy check. A final EA and draft FNSI are then prepared for the EA signature process.

8. The final EA / draft FNSI are submitted to the SJA for final review and to begin the EA signature process. During this signature process, the press release is written and arrangements are made to publish the press release and FNSI.

9. Once the signatures are obtained on the EA, 2 paper and 18 disk copies of the EA and FNSI are made and distributed to the necessary public libraries and state agencies (through the Department of Administration State Clearinghouse). The press release and draft FNSI are published in regional newspapers, beginning the 30-day public review period.

10. Once the 30-day public review/comment period is over, any comments received are incorporated as necessary into the EA and FNSI and a final version of both documents is prepared. The final FNSI (and final EA, if necessary) are then sent through Garrison Command for the necessary signatures.

11. Once the final signatures are obtained, the FNSI is released to the PM to allow the project to move forward to the next stage. At this point, the NEPA review process on the project is completed unless (a) there is a significant change in project scope from what was assessed, or (b) the EA was programmatic (i.e., it assessed several projects) in which case each individual project would then need a follow-up NEPA review as the final project details were available.

This process requires 120 to 180 days to complete depending the size or number of projects being assessed, the availability of information about those projects, and the need for consultation with outside agencies (i.e., SHPO, USFWS, or USACE). The following sections generally describe the details of this process and the components of the EA and FNSI.

4.3 EA Project Scoping Meetings

There are two scoping meetings that occur in the EA development process. Both are used to gather and verify information about the proposed project and its potential impacts, but with different participants and desired outcomes.

4.3.1 Initial Project Scoping Meeting

This first meeting occurs as soon as possible after the NEPA Analyst receives the project information from the NEPA Environmental Engineer and the go-ahead to begin the EA process. This first meeting is between the NEPA Analyst, the Project Manager, and, if possible, a unit/client representative for which the project is to be done (the client). It's purpose is to gather all the basic information needed to describe and assess the proposed action and prepare the basic maps. The information to be collected at this meeting includes: (1) full description of the proposed action; (2) full agreement on the location of the preferred alternative and the other alternative locations, including hand marking on maps if possible to show the full construction limits necessary; and (3) discuss the purpose and need for the project. An attendance list and minutes for this meeting should be kept and summarized in the project folder.

Once this information is gathered, sections 1.0 and 2.0 are drafted with all necessary maps (see Section 4.4 for more information about these EA sections). These are then sent out to the SMEs and environmental lawyer for review and evaluation for potential impacts on the respective resource areas. The email sending these sections out also should set the date two weeks out for the second project scoping meeting. SMEs and the environmental lawyer should send comments on the sections and replies regarding (a) their comments on sections 1 and 2 and the maps, (b) their preliminary impacts analysis on their respective resource areas, and (c) their availability to attend the second project scoping meeting. This second scoping meeting is scheduled for two weeks after comments are received from the SMEs regarding Sections 1 and 2.

4.3.2 Second Project Scoping Meeting

This meeting is an opportunity for the SMEs to talk with the PM and project client about the project and ask any specific questions about the extent of the proposed actions. The essential attendees for this meeting are the NEPA Analyst, the PM, a representative from the client that can answer questions about the project, and the SMEs. The basic agenda for this meeting is as follows:

- Open Meeting / Introductions by NEPA Analyst
- Overview of Proposed Projects by Client or PM
- Alternative Location Discussions by Client or PM
- Questions/Comments on Resource-specific Concerns (impacts, mitigations) by SMEs
- Additional Question & Answer period for NEPA Analyst
- Summary of meeting discussions to ensure everyone has been heard correctly
- Adjourn

As with all meetings held during the development of an EA, it is vital that meeting attendance and minutes be kept, typed up, and filed in the project folder for the administrative record. If requested, provide a copy of the meeting minutes and attendance list to the attendees once they are completed. The notes taken at this meeting then become the basic analyses to be used for each resource area discussed in the draft EA (in sections 3.0 and 4.0 of that EA; see Section 4.4, below).

4.4 Contents and Preparation of the EA

The following subsections contain descriptions about the primary sections of an EA. Nearly all of the sections listed have a template available to start the EA development process. The complete set of templates may be found on the NEPA server. Please note that these files are read-only, requiring the user to rename the file before saving them. This is to ensure that the original template files are not deleted or edited by accident.

The EA template sections should be reviewed at least every five (5) years to be sure that the information contained in each section is current. For the resource descriptions in Section 3.0 of that template, the responsibility for this review should be given to the subject matter experts/program managers around Fort Bragg. The SMEs are responsible for making sure the information is accurate with each EA review anyway. If they compile an accurate summary for the template EA, it should make their project review process easier as they receive the draft EAs.

Page numbers for the Executive Summary, the Table of Contents, the List of Tables, the List of Figures, and the Acronym list should begin with “i” in the Executive Summary and run sequentially in Roman numerals through the last page of the acronym list (i.e., i, ii, iii, iv, etc.)

Page numbers in Sections 1.0 to 6.0 References Cited of the EA should run sequentially using Arabic numerals (i.e., 1, 2, 3, etc.). Appendix pages should be numbered using the Appendix letter followed by a hyphen and Arabic page number starting with “1” (e.g., A-1, B-6, etc.).

4.4.1 Legal Limitations of the EA

There are two legal caveats to be included in three sections of the EA – in the Executive Summary, the FNSI, and in Section 1.0 Purpose and Need (specifically in the description of the "Scope of the EA"; these statements already are included in Section 1.0 of the template EA). These caveats are:

> "This EA was written with the best data and information available at the time of its development. Any major changes in the information, data, or regulatory requirements following the public release of this EA that affect the assessments or decisions made in this EA prior to completion of the described projects shall require a reassessment of those decisions."
>
> "This EA was written based on information available at the [insert design stage here] design stage for this project. If, in subsequent stages of this project, there are substantive increases to the project scope (e.g., location, size) or its potential impacts (e.g., new information about archaeological or biological resources), this EA will be considered null and void and a new NEPA assessment will need to be performed. Changes to the project that result in a smaller scope or reduced impacts will not require a new NEPA assessment."

4.4.2 Cover Page and Title Page

The cover page and title page are the first and second pages of an EA, respectively. The cover page usually has one or more graphics on it related to the project being discussed. There are no page numbers on either of these pages.

The written information on both pages includes: (a) identification of the proponent for the project; (b) a complete title of the proposed actions discussed, including a project number (if available) and location of the project (i.e., "Fort Bragg Military Reservation, North Carolina"); (c) date on which that version of the document was published; (d) a "Prepared for…" statement; and (e) a statement of compliance with NEPA. The same information will be used for the Cover page, though its layout may vary depending on the size and quantity of graphics used.

4.4.3 Finding of No Significant Impact (FNSI)

This document is the final decision document of nearly all EAs prepared by Fort Bragg. It includes a summary of the proposed action and alternatives, the purpose and need for the actions, the assessed impacts and any proposed mitigations, and the final decision made regarding the selection of an alternative. Additional information about this document and its content and format may be found in Section 4.5 of this SOP. The FNSI should be numbered independently of the EA. The page number should be prefaced with the prefix, "FNSI-" to further identify these pages as unique from the EA.

4.4.4 Signature Page

The signature page of the EA is used to document the approval of the EA as written by the proponents of the project. This page includes: (a) a heading at the top ("SIGNATURES"); (b) the title of the EA; and (c) five (5) signature blocks. These signature blocks are for the NEPA Analyst that prepared the document, the project proponent (the Director of the Public Works Business Center), the environmental reviewer (the Chief of the Environmental Sustainment Division), the legal reviewer (the SJA representative), and the Garrison Commander. Each of the signature blocks also includes a space for the signature date and the respective representative's name and rank/position.

4.4.5 Executive Summary

The Executive Summary is the overview of the key issues about the proposed project and its potential impacts. This document should provide an abbreviated discussion of each of the main sections of the EA, including a summary of the purpose and need for the project, the alternatives considered in the EA,

the identified impacts, the overall conclusion and decision of the impact assessment, and a summary of the mitigation activities required for the project to proceed.

4.4.6 Table of Contents / List of Figures / List of Tables

The Table of Contents (TOC) provides the outline for the structure of the EA with the listing of the page numbers for each main section.

The List of Tables (LOT) and List of Figures (LOF) provide the page numbers for the tables and figures, respectively, throughout the document.

In both cases, using standard heading styles for the document sections and for the tables and figures allows the author to use the Index/Tables function of MS Word to quickly create and revise these tables.

4.4.7 Acronym List

The acronym list should include only those acronyms used within the document. A draft list of the most commonly used acronyms is included at the back of this SOP (Appendix A). One way of using the list is to print a copy of the list once the document is completed and check off those acronyms used in the document. The author then simply deletes from the list those acronyms that were not used, copies the revised list, and pastes it into the EA being developed.

4.4.8 Section 1.0: Purpose and Need

The seven primary topics to be addressed in this section are:

(1) A short history of the issues/regulations and any other relevant information leading to the need for the proposed action. This subsection also identifies the responsible agency(-ies) involved, including any cooperating agencies.

(2) The purpose statement should identify the objective to be accomplished by performing the proposed action. It should refer to the actions to be taken, but not to the preferred alternative or the preferred location.

(3) The need statement generally reflects the proponent's underlying mission goals and the main objectives to be achieved by performing the proposed action. This statement also serves to call attention to the benefits of the proposed action.

(4) Identification of the criteria to be used to evaluate the possible alternatives (see the description for Section 2.0, below). These criteria are based on the goals and objectives identified in the Need statement.

(5) A concise statement of the decision to be made based on the information presented in the EA, and the person/agency responsible for making that decision.

(6) A description of the project scoping and public participation process used to identify key issues and concerns regarding the proposed action. This description also should identify those resources areas that may have potential impacts due to the proposed action, and those resource areas that will not (based on SME evaluation). And,

(7) The scope of the EA, including its legal and regulatory constraints, the spatial limitations of the assessment, the time frame covered by the assessment, and, if applicable, the limitations on the conclusions of the assessment due to the programmatic nature of the EA.

4.4.9 Section 2.0: Description of Proposed Action and Alternatives (DOPAA)

The description of the Proposed Action should provide a brief overview of the actions needed to fulfill the purpose and need described in Section 1.0. This description should be a short, simple summary of the action – without reference to a specific location, if possible – answering the following questions:

- Who is proposing the action? Who has authority to carry out the action?
- What activities are needed to implement the action? Be as complete as possible to accurately describe the all the actions needed to fulfill the purpose and need, including (for construction projects) the type of utility and transportation connections that will be needed and estimated construction area including areas to be graded and landscaped.
- When will the action be implemented, and how long will it take to complete?
- How will action be implemented, including support elements and any phases necessary.

The description of the alternatives provides descriptions of all reasonable locations, alternative actions, or degrees of action possible to implement the proposed action. At a minimum, there should be two alternatives carried through the EA – the preferred alternative and the no action alternative. Additional alternative locations and actions are possible, also. If any alternatives proposed do not meet the screening criteria listed in Section 1.0, these should be noted with an explanation as to why they are not being assessed further. Lastly, a clear statement should be included as to which alternative is the preferred alternative.

Maps and figures should be included with the alternative descriptions to provide visual detail about the proposed location and the siting of the proposed action at that location. This should be balanced by including a map/figure of the alternative location without the proposed action shown, so the reader may see both the existing and the proposed conditions of that location.

Additional information about writing both Section 1.0 and 2.0 may be found in the 2004 US Army Environmental Center document, "Guide to Development of the Description of Proposed Action and Alternatives (DOPAA)." This document is available online at http://aec.army.mil/usaec/acquisition/documents00.html.

4.4.10 Section 3.0: Affected Environment and Potential Consequences

The Department of the Army recommends that a typical EA be as concise as possible (32 CFR 651). Based on the SME comments received at the Project Scoping meetings, the author should make the decision about which resource categories to fully address in the EA and which may be removed for lack of impacts by the project. The main components of each resource description include: (1) Brief description of resource with detail relevant to proposed action and locations; (2) Impact Threshold Criteria; (3) separate assessments for each alternative considered of impacts on resource from those alternative; and (4) listing/description for each alternative considered of any mitigation activities that might be necessary to reduce the defined impacts to an acceptable, non-significant level.

The resource description should contain only the most pertinent information necessary (written descriptions, figures, maps, and data tables) to make a decision about the potential impacts of the proposed action on that resource. The impact assessment for each alternative should include a clear statement of conclusion about the types and degrees of impacts the proposed actions may have on the alternative locations. When necessary, mitigation activities also should be listed, particularly if they are necessary to keep an alternative from having significant impacts. All the mitigation descriptions are provided by the resource SMEs consulted during the preparation of the EA.

In subsection *3.1 Resources Not Affected by the Proposed Action and Alternatives,* the author identifies those resource categories that will not be addressed in the EA, with a short explanation of why not. Once these have been addressed, the rest of Section 3.0 can focus on the remaining resource categories on which the proposed actions have the greatest potential for impacts.

The overall list of resource categories that should be considered includes the following major and subcategories. While the order may be decided by author preference, it is suggested that the last two categories remain as they are listed. The Land Use and Socioeconomic impacts assessments both rely on resource discussions earlier in the document to determine part of their conclusions. As a result, it makes more sense to place them at the end of Section 3.0.

The general list of resource categories to be considered in an EA (and which currently are included in the template EA) is:

(a) Resources not affected by the Proposed Project (discussed above).

(b) Biological Resources, including impacts to existing vegetation and habitats, fish and wildlife, and threatened and endangered species.

(c) Water Resources, including surface water, groundwater, wetlands, floodplains, and stormwater management.

(d) Geology and Soils, including physiography and topography, geology and seismic susceptibility, soils and soil conservation efforts.

(e) Cultural Resources, including archaeological sites, historic buildings, structures, and districts, cemeteries, and visual and aesthetic resources.

(f) Air Quality, including climate and specific air quality issues.

(g) Noise, including aircraft and blast/artillery noise, and noise mitigation.

(h) Human Health and Safety issues, including waste management areas, POLs, special hazards (including asbestos and lead-based paint), and safety and restricted zones.

(i) Infrastructure, including transportation and utilities issues.

(j) Land Use, including regional and Fort Bragg land use issues.

(k) Socioeconomic issues, including regional and Fort Bragg demographic data, Environmental Justice, and Protection of Children.

(l) Cumulative Impacts with other projects occurring in the same geographic area or time period.

As per 32 CFR 651.34, the impacts assessment conclusions will include specific and clear statements, "…regarding whether or not the described impacts are considered significant. If the EA identifies potential significant impacts associated with the proposed actions, the conclusion should clearly state that an EIS will be prepared before the proposed action is implemented. If no significant impacts are associated with the project, the conclusion should state that a FNSI will be prepared. Any mitigations that reduce adverse impacts must be clearly presented. If the EA depends upon mitigations to support a resultant FNSI, these mitigations must be clearly identified as a subsection of the Conclusions" (32 CFR 651.34(g)).

4.4.11 Section 4.0: Summary and Recommendations

There are four distinct subsections to this section: the summary of the assessment process, and a discussion of what mitigations are necessary to support those conclusions. The summary will include (1) a clear summary of the impacts and required mitigations for each alternative considered in the EA; (2) a clear statement identifying the selected alternative and why; (3) a summary of any BMPs and mitigations needed in order to implement the selected alternative; and (4) the mitigation monitoring plan describing how the BMPs and mitigations are to be implemented with the selected alternative. The mitigation monitoring plan is described in more detail in Section 6.0 of this SOP.

4.4.12 Section 5.0: Preparation and Consultation Information

There are four (4) subsections to this section, the List of Preparers, the List of Agencies Consulted, the List of Persons Consulted, and the References Cited. These are described below.

1. List of Preparers: This list provides information about the key persons that compiled and wrote the EA, including the person's name, position, and organization/company.

2. List of Agencies Consulted: This list provides information about the local, state, and federal agencies that were consulted in the preparation and review of the document. This list should contain the name of the organization/agency and the address/phone number/email address used to contact the agency.

3. List of Persons Consulted: This list provides a quick list of the persons consulted during the preparation and review of the document, including the person's name, position, and name of organization/agency.

4. References Cited: The only references that should be included in the reference list are those documents cited in the EA itself. The Reference Manager database will be used to insert the appropriate code for the reference to be cited, and then to create the reference list. In this way, the EA author ensures that the reference list only contains those references cited in the document.

In order to maintain an up-to-date reference list, the Fort Bragg NEPA team should continue to enter into the Reference Manager database all completed NEPA documentation (EAs, RECs, FNSIs, etc.), as well as any new installation master or management plans (INRMP, ICRMP, etc.) as they are completed and available. This software has a very easy tutorial that may be used in about an hour to learn the basics of managing and searching the database.

4.4.13 Section 6.0: Distribution List

This list details the agencies and organizations to whom the draft and final EA and decision document were distributed. This list should contain the name and address of the organization/agency. This list will include the state agencies, local governments, and document repositories/libraries to which copies were delivered or sent.

4.4.14 Appendices (as needed)

Appendices that should be considered for an EA include the following. Every EA should contain the first one listed.

- Signed copies of any agency coordination letters, both those sent out and the replies received (e.g., State Historic Preservation Office or U.S. Fish and Wildlife Service coordination letters).

- Some EAs place all maps and figures into one appendix. This does simplify the copying process and can reduce the size of the electronic file for the primary document. However, this also means that the electronic files for the maps and figures may be separate from the EA file with a consequent potential for losing one or all from the archive files. Additionally, placing the maps and figures into an appendix – as opposed to within the text at the relevant point of discussion – can cause confusion for the reader from having to flip back and forth between the text and the figures.

- Any detailed calculations or discussions that are necessary to further clarify an impact analysis and/or conclusion (e.g., calculations for air emissions from a large scale construction project).

- Other documentation related to the project assessment, such as a project-specific Biological Assessment/Biological Opinion. In many cases, however, such documentation may be published separately with its conclusions and discussions incorporated by reference into the EA. Even so, if the document is a key part of the final decision, it should be published with the EA so the public has a chance to review it along with the EA. Exceptions to this are documents that contain classified information or information about the location of caves, threatened or endangered species, or their habitats.

4.5 Finding of No Significant Impact (FNSI)

The FNSI is a separate document but is included as part of the EA as an insert before the Executive Summary. It briefly presents the reasons why an action will not have a significant effect on the human environment and, thus, will not require an EIS. The FNSI is a summary of the EA and must contain the following information:

- The name of the proposed action;

- A brief description of the action and any alternatives considered;

- A short discussion of the anticipated environmental impacts;

- The facts and analyses that lead to a clearly stated conclusion of no significant impact;

- A clear statement as to WHEN the decision will be implemented;

- A clear statement as to WHERE copies of the draft EA may be found for review and comment, along with a deadline by which public comments must be received and Point of Contact information to whom they may be sent; and

- A signature block for the Fort Bragg project proponent, in this case the Garrison Commander.

The FNSI should not exceed three typewritten pages. The draft FNSI must be approved by the DPW Staff Judge Advocate (SJA) representative before it is published in the legal section of the local papers and submitted to the State Clearinghouse and local libraries with the draft EA. The draft FNSI is *not* signed by the Garrison Commander (GC).

Once all public and agency comments have been received and incorporated into the draft FNSI and EA, a final FNSI is prepared. If there are no comments that require changes in the EA or FNSI, the preparation of the final FNSI generally involves only changing the public review and comment information to past tense. The final FNSI and EA receive final approval from the DPW lawyer and SJA representative. They then are sent to the GC for final signature. Copies of the signed documents then are made and distributed as indicated in Section 4.6. Scans of the signed documents are added to the electronic files for the project, and the original is filed in the project folder with a copy of the final EA.

4.6 Public Review and EA Distribution (Draft and Final)

As per AR 200-2 (as described in 32 CFR 651.36 and 651.37), "Environmental agencies and the public will be involved to the extent practicable in the preparation of an EA." There are various factors that may be considered in deciding when and how to include the public in the EA development process (see 32 CFR 651.36(b)). However, unless a project is of such a size or is anticipated to have significant impacts on the local or regional environment (especially including impacts on minority or low-income populations), Fort Bragg will include the public in the EA development process only as part of the 30-day public comment period once the final draft is approved.

4.6.1 Final Draft EA Distribution for Public Comment

Notification of the public about the availability for review of the final draft EA and decision document is done through the local newspapers. These are the *Paraglide* on Fort Bragg and the *Fayetteville Observer* in Fayetteville. The contact information for both is provided in Table 4-1, below.

A sample press release is provided in Volume 2: Appendix B. Tear sheets (copies of the ad as it was run) should be requested from the newspaper or obtained from personal copies of the paper. These tear sheets then should be placed in the EA folder to become part of the permanent record (see Volume 2: Section 11.0 for more information on the Administrative Record).

As the local advertisements and news releases are published, the draft EA and decision document will be submitted to both the State Clearinghouse and to local libraries for a 30-day state agency and public review and comment period. The contact information for the State Clearinghouse and the primary local libraries are provided in Table 4-1, below. A sample cover letter for the copies sent to the State Clearinghouse is provided in Volume 2: Appendix B. Copies of the final EA and FNSI will be submitted to the local libraries once any comments received from this review period are incorporated into the EA and FNSI and the documents are signed.

Table 4-1 Public Notification and Agency Contact Information

Locality	Agency / Libraries	Number of Copies to send:	Newspapers
Raleigh / State Agencies	***NC State Clearinghouse*** Department of Administration ATTN: Ms. Chris Baggett 116 West Jones Street, Room 5106 Raleigh, NC 27603-8003 919-807-2425 ***State Historic Preservation Office*** 507 N. Blount St. Raleigh, NC 27604-1109 ***NC Department of Environment and Natural Resources***	Draft EA: 16 Final EA: 0 (sent from Clearinghouse) (sent from Clearinghouse)	N/A
Fayetteville, Cumberland County	***Cumberland Co. Library System*** Headquarters Library Services 300 Maiden Lane Fayetteville, NC 28301 Reference and Information: 910-483-7727	Draft EA: 1 Final EA: 1	***Fayetteville Observer*** PO Box 849 458 Whitfield Street Fayetteville, NC 28306 Fax: (910) 486-3545

Locality	Agency / Libraries	Number of Copies to send:	Newspapers
	Cliffdale Regional Branch Library 6882 Cliffdale Rd. Fayetteville, NC 28314-1936 Information Desk: 910-	Draft EA: depends* Final EA: depends*	
Spring Lake	***Spring Lake Branch Library*** 101 Laketree Blvd. Spring Lake, NC 28390-3189 Information Desk: 910-	Draft EA: depends* Final EA: depends*	N/A
Fort Bragg	***John L. Throckmorton Library*** Bldg # 1-3346, Randolph St. Fort Bragg, NC 28310 Circulation/Information Desk: 910-396-3526	Draft EA: 1 Final EA: 1	***Paraglide*** Public Affairs Office c/o Editorial Office Ft. Bragg, NC 28310-5000 Ph: 910-396-6817 2nd ph: 910-396-6991
Federal agencies	***Army Environmental Center (AEC)*** 1. Hardcopies: USAEC Records Warehouse 5179 Hoadley Road Aberdeen Proving Ground, MD 21010-5401 2. Electronic copies/PDF: http://aero.apgea.army.mil/webtop ***United States Fish and Wildlife Service*** Raleigh Field Office PO Box 33726 Raleigh, NC 27636-3726	1. Final EA and FNSI only (print copy) **OR** 2. Final EA and FNSI: PDF files Draft EA: depends** Final EA: depends**	N/A

Notes: * Send a copy to this library only if the proposed action has effects in this area.
** Send a copy to this agency only if the proposed action affects resources of concern to the agency (i.e., threatened or endangered species, or their habitat)

All press releases regarding Ft. Bragg EAs and FNSIs will be routed through the Fort Bragg Public Affairs Office (PAO) before they are sent out. These documents are provided to the PAO as a courtesy to inform them of the document availability and content in case this office is contacted regarding the actions being assessed.

4.6.2 Distribution of the Final EA and FNSI

A copy of the final EA and decision document (FNSI or NOI) will be sent to the Fort Bragg library and to the Army Environmental Center (AEC) for local and federal archiving purposes. Distribution of copies of the final EA to local libraries and newspapers should be based on what areas will be affected by the

proposed action. For actions confined to the installation, provide a copy of the final documents only to the main Fayetteville library and the Fort Bragg library.

Final EAs, FNSIs, EISs, and RODs also are filed with the AEC NEPA online document repository, as per 32 CFR 651.8. Before filing a document, an account must be set up by contracting the AEC Help Desk at USAECHelpDesk@aec.apgea.army.mil or by calling 410-436-1244. You must provide your name, AKO user name, AKO email address, phone number, and mailing address. Once your account is set up, you may file documents either electronically or as a hard copy.

For electronic submittals to AEC, go to http://aero.apgea.army.mil/webtop and log in using the username and password give to you when you created your account. Click the document submittal tab, and complete the required information. The file(s) then are uploaded directly to the site. If the document files are small enough (less than 2-3 MB), you also may send the files directly to environmentalhotline@aec.apgea.army.mil. Files should be submitted as PDF files when possible. However, AEC can accept the following formats and convert them to PDF format: doc, wpd, ppt, vsd, txt, gif, jpg, xls, pdf, tif, and prj.

Hardcopy submittals (i.e., printed copies, floppy disks, or CD copies) of the final EA and FNSI (with appropriate signatures) should be mailed to two locations – the US Army Environmental Center (AEC) and the US Army Installation Management Agency (IMA) Southeast Region Office (SERO). The addresses for these agencies are provided below. The AEC houses the official Army NEPA archive, and IMA/SERO uses the documents to keep track of NEPA activities at each installation.

US Army Environmental Center
Records Warehouse
5179 Hoadley Road
Aberdeen Proving Ground, MD 21010-5401

And,

US Army Installation Management Agency, SE Region Office
IMSE-PWD-E (NEPA Team)
Bldg 171, 1593 Hardee Ave., SW
Fort McPherson, GA 30330-1057

5.0 Environmental Impact Statements

Task:	Prepare NEPA Environmental Impact Statement documentation
Primary Responsibility:	NEPA Coordinator/Analyst or Contracted Company
Secondary Responsibilities:	Fort Bragg Subject Matter Experts, Staff Judge Advocate, Garrison Commander
Time to Complete (per project):	Varies, but generally 18 to 30 months (1.5 to 2.5 years).

5.1 General Information

[The information for this sections will be added at a later date.]

The need to develop an EIS at Fort Bragg is a very rare occurrence. However, should an EIS be needed, it is very important that all the following steps be followed to ensure that the regulatory process requirements have been met.

5.2 Contents of the EIS (Generally)

[The information for this sections will be added at a later date.]

5.3 Public Notification and Participation in EIS Development

5.3.1 Notice of Intent

[The information for this sections will be added at a later date.]

5.3.2 Meeting Announcements

[The information for this sections will be added at a later date.]

5.3.3 Public Review and Comments

[The information for this sections will be added at a later date.]

5.4 Distribution of EIS and Related Decision Documents

5.4.1 Notice of Intent

[The information for this sections will be added at a later date.]

5.4.2 Preliminary Draft and Draft EIS

[The information for this sections will be added at a later date.]

5.4.3 Final EIS and Draft Record of Decision

[The information for this sections will be added at a later date.]

5.4.4 Final Record of Decision

[The information for this sections will be added at a later date.]

6.0 Mitigation Monitoring Process

Task:	Document and Verify Required Project Mitigation Activities.
Primary Responsibility:	NEPA Environmental Engineer or Relevant Installation Subject Matter Experts.
Secondary Responsibilities:	Fort Bragg Subject Matter Experts.
Time to Complete (per project):	Varies depending on the mitigation required.

6.1 Regulatory Requirements

There are three regulations that discuss the mitigation monitoring requirements that may result from a NEPA assessment. These are:

(1) National Environmental Policy Act (40 CFR 1500-1508)

(2) "Environmental Analysis of Army Actions", 32 CFR 651.15 -- *Mitigation and Monitoring*

(3) "Environmental Analysis of Army Actions", 32 CFR 651 – *Appendix C Mitigation and Monitoring*

There currently is no CEQ or Army guidance available on how to document, enact, or enforce the mitigation monitoring process.

As documented in 32 CFR 651.15, mitigation of potential impacts and mitigation monitoring are described as follows:

(a) Throughout the environmental analysis process, the proponent will consider mitigation measures to avoid or minimize environmental harm. Mitigation measures include:

(1) Avoiding the impact altogether, by eliminating the action or parts of the action.

(2) Minimizing impacts by limiting the degree or magnitude of the action and its implementation.

(3) Rectifying the impact; by repairing, rehabilitating, or restoring the adverse effect on the environment.

(4) Reducing or eliminating the impact over time, by preservation and maintenance operations during the life of the action.

(5) Compensating for the impact, by replacing or providing substitute resources or environments.

(b) When the analysis proceeds to an EA or EIS, mitigation measures will be clearly assessed and those selected for implementation will be identified in the FNSI or the ROD. The proponent must implement those identified mitigations, because they are commitments made as part of the Army decision. The proponent is responsible for responding to inquiries from the public or other agencies regarding the status of mitigation measures adopted in the NEPA process. The mitigation shall become a line item in the proponent's budget or other funding document, if appropriate or included in the legal document implementing the action (for example, contracts, leases, or grants). Only those practical mitigation measures that can reasonably be accomplished as part of a proposed alternative will be identified. Any mitigation measures selected by the

proponent will be clearly outlined in the NEPA decision document, will be budgeted and funded (or funding arranged) by the proponent, and will be identified, with the appropriate fund code, in the EPR (AR 200-1). Mitigations will be monitored through environmental compliance reporting, such as the ISR (AR 200-1) or the Environmental Quality Report. Mitigation measures are identified and funded in accordance with applicable laws, regulations, or other media area requirements.

(c) Based upon the analysis and selection of mitigation measures that reduce environmental impacts until they are no longer significant, an EA may result in a FNSI. If a proponent uses mitigation measures in such a manner, the FNSI must identify these mitigating measures, and they become legally binding and must be accomplished as the project is implemented. If any of these identified mitigation measures do not occur, so that significant adverse environmental effects could reasonably expected to result, the proponent must publish an NOI and prepare an EIS.

(d) Potential mitigation measures that appear practical, and are unobtainable within expected Army resources, or that some other agency (including non-Army agencies) should perform, will be identified in the NEPA analysis to the maximum extent practicable. A number of factors determine what is practical, including military mission, manpower restrictions, cost, institutional barriers, technical feasibility, and public acceptance. Practicality does not necessarily ensure resolution of conflicts among these items; rather it is the degree of conflict that determines practicality. Although mission conflicts are inevitable, they are not necessarily insurmountable; and the proponent should be cautious about declaring all mitigations impractical and carefully consider any manpower requirements. The key point concerning both the manpower and cost constraints is that, unless money is actually budgeted and manpower assigned, the mitigation does not exist. Coordination by the proponent early in the process will be required to allow ample time to get the mitigation activities into the budget cycle. The project cannot be undertaken until all required mitigation efforts are fully resourced, or until the lack of funding and resultant effects, are fully addressed in the NEPA analysis.

(e) Mitigation measures that were considered but rejected, including those that can be accomplished by other agencies, must be discussed, along with the reason for the rejection, within the EA or EIS. If they occur in an EA, their rejection may lead to an EIS, if the resultant unmitigated impacts are significant.

(f) Proponents may request assistance with mitigation from cooperating non-Army agencies, when appropriate. Such assistance is appropriate when the requested agency was a cooperating agency during preparation of a NEPA document, or has the technology, expertise, time, funds, or familiarity with the project or the local ecology necessary to implement the mitigation measure more effectively than the lead agency.

(g) The proponent agency or other appropriate cooperating agency will implement mitigations and other conditions established in the EA or EIS, or commitments made in the FNSI or ROD. Legal documents implementing the action (such as contracts, permits, and grants) will specify mitigation measures to be performed. Penalties against a contractor for noncompliance may also be specified as appropriate. Specification of penalties should be fully coordinated with the appropriate legal advisor.

(h) A monitoring and enforcement program for any mitigation will be adopted and summarized in the NEPA documentation. Whether adoption of a monitoring and enforcement program is applicable (40 CFR 1505.2(c)) and whether the specific adopted action requires monitoring (40 CFR 1505.3) may depend on the following:

(1) A change in environmental conditions or project activities assumed in the EIS (such that original predictions of the extent of adverse environmental impacts may be too limited);

(2) The outcome of the mitigation measure is uncertain (for example, new technology);

(3) Major environmental controversy remains associated with the selected alternative; or

(4) Failure of a mitigation measure, or other unforeseen circumstances, could result in a failure to meet achievement of requirements (such as adverse effects on federal or state listed endangered or threatened species, important historic or archaeological sites that are either listed or eligible for nomination to the National Register of Historic Places, wilderness areas, wild and scenic rivers, or other public or private protected resources). Proponents must follow local installation environmental office procedures to coordinate with appropriate federal, tribal, state, or local agencies responsible for a particular program to determine what would constitute "adverse effects."

(i) Monitoring is an integral part of any mitigation system.

(1) Enforcement monitoring ensures that mitigation is being performed as described in the NEPA documentation, mitigation requirements and penalty clauses are written into any contracts, and required provisions are enforced. The development of an enforcement monitoring program is governed by who will actually perform the mitigation: a contractor, a cooperating agency, or an in-house (Army) lead agency. The proponent is ultimately responsible for performing any mitigation activities. All monitoring results will be sent to the installation Environmental Office; in the case of the Army Reserves, the Regional Support Commands (RSCs); and, in the case of the National Guard, the NGB.

(2) Effectiveness monitoring measures the success of the mitigation effort and/or the environmental effect. While quantitative measurements are desired, qualitative measures may be required. The objective is to obtain enough information to judge the effect of the mitigation. In establishing the monitoring system, the responsible agent should coordinate the monitoring with the Environmental Office.

(j) The monitoring program, in most cases, should be established well before the action begins, particularly when biological variables are being measured and investigated. At this stage, any necessary contracts, funding, and manpower assignments must be initiated. Technical results from the analysis should be summarized by the proponent and coordinated with the installation Environmental Office. Subsequent coordination with the concerned public and other agencies, as arranged through development of the mitigation plan, will be handled through the Environmental Office.

(k) If the mitigations are effective, the monitoring should be continued as long as the mitigations are needed to address impacts of the initial action. If the mitigations are ineffective, the proponent and the responsible group should re-examine the mitigation measures, in consultation with the Environmental Office and appropriate experts, and resolve the inadequacies of the mitigation or monitoring. Professionals with specialized and recognized expertise in the topic or issue, as well as concerned citizens, are essential to the credibility of this review. If a different program is required, then a new system must be established. If ineffective mitigations are identified which were required to reduce impact below significance levels (Sec. 651.35 (g)), the proponent may be required to publish an NOI and prepare an EIS (paragraph (c) of this section).

(l) Environmental monitoring report. An environmental monitoring report is prepared at one or more points after program or action execution. Its purpose is to determine the accuracy of impact predictions. It can serve as the basis for adjustments in mitigation programs and to adjust impact predictions in future projects.

6.2.1. Responsibilities:

(a) **Mitigation monitoring:** Will depend on what resource is affected by the action and mitigation activities.

(b) **Mitigation implementation:** This depends on the mitigation activities being implemented. This may be the contractor/construction company, the unit/client, the proponent (Fort Bragg), or some other entity.

(c) **Mitigation tracking, reporting and close-out:** Fort Bragg NEPA Environmental Engineer in coordination with other Installation environmental resource SMEs.

6.2.2. Current Issues and Efforts:

The primary issue is a lack of federal or Army guidance on developing, implementing, and tracking mitigation monitoring plans. The most detailed information is found in 32 CFR 651 Appendix C.

At present, the NEPA team will work with other Fort Bragg branches/program areas to coordinate mitigation monitoring through their existing databases. Coordination with the other environmental programs is done to:

a) Identify potential impacts and appropriate mitigation activities to address those impacts;

b) Develop appropriate mitigation monitoring plan for each project needing one;

c) Assist the NEPA Team as necessary with mitigation monitoring activities and database management; and

d) Assist with the development of useful and comprehensive mitigation monitoring database and reports.

The programs with current mitigation tracking efforts are:

(a) Forestry; contact Lynette Simko

(b) Wetlands; contact Erich Hoffman

(c) Erosion Control & Stormwater Management; contact Lee Ward

(d) Cultural Resources; contact Michelle Michael

Eventually, these other tracking efforts should be evaluated in the context of the entire mitigation monitoring system to see if there are ways to streamline the process for the best use of all offices. This will be important particularly for compliance with EPAS requirements.

6.2.3. Current Federal and Army Requirements for Mitigation Monitoring:

6.2.3.1. What is mitigation?

32 CFR 651.15 describes the five (5) types of mitigation measures that are acceptable as part of a mitigation plan under NEPA. These are:

1. **Avoiding** the impact altogether;

2. **Minimizing** impacts by limiting the degree or magnitude of the action and its implementation;

3. **Rectifying** the impact by repairing, rehabilitating, or restoring the adverse effect on the environment;

4. **Reducing** or **eliminating** the impact over time, by preservation and maintenance operations during the life of the action; and

5. **Compensating** for the impact by replacing or providing substitute resources or environments (e.g., wetlands creation and banking).

Mitigation activities may occur in one or more of three time periods in relation to an offending action: (1) pre-activity; (2) during the activity; and (3) post-activity. Pre-activity mitigation includes activities that plan to *prevent* damage to the environment (e.g. avoiding the impact). Mitigation activities that occur during the action seek to *reduce* adverse impacts during the process (e.g., minimizing, or reducing the impact). Post-activity mitigations restore or compensate for unavoidable damage to the affected environment (e.g., rectifying or compensating for the impacts).

Proposed mitigation activities should be evaluated based on several categories of feasibility. The questions that follow each feasibility type are the issues that should be addressed in the mitigation monitoring plan:

- ***Technical feasibility:*** Is the technology available to perform the mitigation and solve the problem? How will the success of the mitigation activity be determined?

- ***Economic feasibility:*** Is adequate funding available to pay for the mitigation measure? Who will provide the funding and for how long?

- ***Social feasibility:*** Is the solution to the problem acceptable to the developer, the decision makers, and the public?

- ***Political feasibility:*** Does the solution to the problem require changes in any laws, regulations, or ordinances, or the approval of regulatory agencies (e.g., NCDENR approval of soil & erosion control plans)? What is the likelihood of such changes or approval occurring?

- ***Timing:*** Can the mitigation be accomplished in time to serve the project at build-out?

- ***Responsibility:*** Who is responsible for implementing the mitigation? Who is responsible for ensuring the mitigation occurs? In what time frame will the mitigation be implemented? How will the mitigation activity and its success be tracked? Who will track that information?

6.2.3.2. How are mitigation requirements developed in a Fort Bragg NEPA document?

There are three basic steps to be followed to identify, document, and enact mitigation requirements:

(1) SME review of proposed action/alternatives and assessment of impacts of those activities.

(2) SME assessment of mitigation activities needed to lessen impacts below a level of significance (as defined by the SME program).

(3) NEPA author summarizes in conclusion all mitigation activities required for the selected alternative. This summary includes information about how the mitigation is to be carried out, by whom, over what time period, and with what effect. This summary also includes information about who will track progress on carrying out the mitigation activities. [See San Fernando mitigation monitoring plan for an example table.]

6.2.3.3. What is mitigation monitoring?

Mitigation monitoring is the active process by which the Fort Bragg NEPA Team verifies that a project's required mitigation activities have been implemented successfully. Please note that there are two key evaluations in this process: (1) that the mitigations have been implemented and (2) that they were implemented successfully.

There are several components to this activity:

1. The ***mitigation plan*** is the listing of the mitigation activities and responsibilities required for a selected alternative. This information is identified and described in the Conclusion section of the project's NEPA documentation (i.e., a REC, EA, or EIS). This plan should include all information necessary to accurately identify the mitigation that is to occur and why, where and when it is to occur, what will be considered successful implementation of the mitigation, and who is responsible for implementing the action. In addition, this plan should identify who is responsible for tracking the progress and success of implementing the mitigation activities, the consequences if the mitigation plan is not followed, and the authority of the mitigation monitor to enact those consequences.

2. The ***monitoring process*** begins as noted within the mitigation plan described in the EA soon after the project is awarded and allowed to move forward. The monitoring actions required and the length of time over which this process occurs will depend on the types of mitigation activities necessary for the project. To ensure this monitoring process is successful (i.e., the mitigation activities have been accurately and successfully implemented), regular site visits should be made (as established by the required mitigation activities), and the results of those visits should be recorded and reported on a regular basis.

3. The ***project close-out process*** provides an opportunity to walk through a newly constructed project with the project management team to identify any remaining issues to be addressed, including unresolved mitigation activities. Depending on the project, this step may be the final activity in the monitoring process. However, if there are mitigation activities that should be monitored over a longer period (e.g., making sure replacement trees or wetlands are successfully established may take many years beyond the end of the project construction) this process may continue for some time after the client has taken possession of the project.

4. Reporting on the results of this monitoring process should be done on a regular basis using a consistent method. This issue is addressed in more detail in Section 6.2.5, below.

6.2.4 Enforcing Mitigation Requirements:

6.2.4.1 Enforcement authority

- The actual monitoring portion the mitigation activities as identified in the NEPA mitigation monitoring plan will be conducted by the SME for the appropriate media.

- The monitoring SME is authorized to ensure compliance with the mitigation plan, as defined by the NEPA documentation. Any and all significant changes to the identified mitigation plan cause the NEPA document to be reviewed for applicability status.

- If at any time during the project life, the mitigation requirements are not being met, a project can be stopped based on the justification of the SME, NEPA analysts, and the NEPA EE.

6.2.4.2 Monitoring mitigation requirements <u>during</u> construction or implementation of a project

- A monitoring schedule will be identified by the SME. That schedule will be discussed with other project stakeholders, and coordinated with the DPW PM. More in depth monitoring and reporting of the mitigation will occur towards the later stages of design, during construction, and at the completion of construction, prior to Ft. Bragg Real Property assuming the facility as Ft. Bragg property, and finally prior to the mitigation closeout, to be determined by the mitigation SME.

- A detailed monitoring report will be completed by the mitigation SME and provided to the NEPA EE for the project folder/database. The report should included the following information:

    - Project Name and Number
    - DPW PM name and contact information
    - Contractor completing the mitigation and contact information
    - NEPA document indicating monitoring requirement
    - Date monitoring occurs
    - Status of project
    - Findings (summary of compliance or non compliance with identified mitigation plan)
    - Action if required
    - Next scheduled monitoring (if necessary)

Based on the monitoring schedule determined by the mitigation SME and the DPW PM, a reasonable schedule for reporting submittals can be established. The monitoring reports will indicate the success of mitigation implementation as well as provide documentation, fulfilling the NEPA requirements.

- Should the monitoring findings be in violation, lack of, or failure to implement mitigations, the monitoring SME is to notify the DPW PM, NEPA analyst, NEPA EE, and SJA. A determination will be made regarding projects' authorization to proceed. A written corrective action plan is to be prepared by the SME is distributed to the contractor, DPW PM, NEPA analysts, NEPA EE, and the SJA for record.

6.2.4.3 Monitoring mitigation requirements <u>beyond</u> the constructing/implementing a project

- If monitoring mitigation requirements beyond the construction completion and turnover of the project to Real Property are required, the scheduling of monitoring, and type of report to be submitted for record shall be determined by the appropriate SME. The frequency will be based on the type of monitoring required as well as the SMEs agreement with the DPW PM and contractor.

- The following reporting guidance is provided for all monitoring mitigation activities beyond construction or implementation phase of the project:

- A detailed monitoring report will be completed by the mitigation SME and provided to the NEPA EE for the project folder/database. The report should included the following information:

    - Project Name and Number
    - DPW PM name and contact information
    - Contractor completing the mitigation and contact information
    - NEPA document indicating monitoring requirement
    - Date monitoring occurs
    - Status of project
    - Findings (summary of compliance or non compliance with identified mitigation plan)
    - Action if required
    - Next scheduled monitoring (if necessary)

Based on the monitoring schedule determined by the mitigation SME and the DPW PM, a reasonable schedule for reporting submittals can be established. The monitoring reports will indicate the success of mitigation implementation as well as provide documentation, fulfilling the NEPA requirements.

- Should the monitoring findings be in violation, lack of, or failure to implement mitigations, the monitoring SME is to notify the DPW PM, NEPA analyst, NEPA EE, and SJA. A determination will be made regarding projects' authorization to proceed. A written corrective action plan is to be prepared by the SME is distributed to the contractor, DPW PM, NEPA analysts, NEPA EE, and the SJA for record.

6.2.5 Mitigation Monitoring Reporting Requirements

The details of this process have yet to be determined. A coordinated effort among the Fort Bragg offices that perform mitigation monitoring will be needed to make sure that all data is captured and accessible in an easily-used database and format. Among the questions that will need to be answered as these requirements are determined are the following:

1. Who is responsible for tracking and reporting mitigation implementation and progress?

2. What information/data should be captured and reported? What types of mitigation efforts need to be monitored?

3. How often are monitoring visits made?

4. How often is the database updated?

5. How often are reports generated and reported?

6. To whom are these reports made, and where are they archived once generated (administrative record processes)?

The NEPA Environmental Engineer will be responsible for coordinating the overall development of a comprehensive mitigation monitoring process for Fort Bragg. This work will be accomplished with the cooperation, input, and support of the other Divisions and Branches with a stake in these processes (i.e., Natural Resources Division, Water Management Branch, Environmental Compliance Branch, and Cultural Resources Branch).

APPENDICES

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Appendix A Acronyms and Glossary

A.1 Comprehensive List of Acronyms used in Fort Bragg NEPA Documents

Numbers	
1st COSCOM	1st Corps Support Command
44th MEDCOM	44th Medical Command
7ATC	Seventh Army Training Command
A – ALPHA	
AAF	Army Air Field
AAFES	Army and Air Force Exchange Services
AAP	Army Alternate Procedures
AAR	After Action Review
AAS	Analysis of Alternatives Study
Abn	Airborne
ABPO	Asbestos Ban and Phase-Out Rule
AC	Active Component
ACBM	Asbestos-containing Building Materials
ACHP	Advisory Council on Historic Preservation
ACL	Air Coordination Line
ACM	Asbestos-containing Materials
ACOE	US Army Corps of Engineers
ACP	Access Control Point
ACR	Armored Cavalry Regiment
ACS	Army Community Service
ACSIM	Assistant Chief of Staff for Installation Management
ACUB	Army Compatible Use Buffers
ADA	Air Defense Artillery
ADA	American with Disabilities Act
ADACG	Arrival/Departure Airfield Control Group
ADNL	A-weighted Decibel Noise Level
ADT	Active Duty for Training
AEA	Army Enterprise Architect
AEC	Army Environmental Center
AFAR	Army Federal Acquisition Regulation
AFB	Air Force Base
Ag	Agriculture
AG	Adjutant General
AGL	Above Ground Level
AGR	Active Guard/Reserve
AICP	American Institute of Certified Planners
AICUZ	Air Installation Compatible Use Zone
AIRFA	American Indian Religious Freedom Act
AKM	Army Knowledge Management
AMC	Air Mobility Command
AMC	Army Material Command
AMRP	Army Master Range Plan
AMS	Army Management System
AMSCO/PE	Army Management System (AMS) Codes and Program Elements (PE)
ANC	Army Nurse Corp
AOC	Area of Concern
AOA	Analysis of Alternatives
APA	American Planning Association
APE	Area of Potential Effect
APG	Aberdeen Proving Ground
APOD	Aerial Port of Departure
APOE	Aerial Port of Embarkation
APZ	Accident Potential Zone
AQCR	Air Quality Control Region
AR	Army Regulation
ARDEC	U.S. Army Armaments Research, Development, and Engineering Center
ARDP	Automated Range Development Plan
ARHOC	Army Housing Committee
ARID	Army Range Inventory Database
ARL	Army Research Lab
ARNG	Army National Guard
ARPA	Archeological Resources Protection Act
ARSIC	Army Range Sustainment Integration Council
ARSTAF	Army Staff
ASA (ALT)	Assistant Secretary of the Army for Acquisitions, Logistics, and Technology
ASA(I&E)	Assistant Secretary of the Army for Installations and Environment
ASA(M&RA)	Assistant Secretary of the Army for Manpower and Reserve Affairs
ASG	Area Support Group
ASO	Army Safety Office
ASP	Ammunition Supply Point
AST	Above-ground Storage Tank
AT	Active Training

ATEC	Army Test and Evaluation Command
ATFP	Anti-Terrorism Force Protection
ATP	Ammunition Transfer Point
ATSC	Army Training Support Center
ATTACC	Army Training & Testing Area Carrying Capacity
AV	Aviation
AWS	American Water Services, Inc.

B-BRAVO

BA	Biological Assessment
BASH	Bird/Wildlife Aircraft Strike Hazard
BASOPS	Base Operations
BCT	Basic Combat Training
BCT	Brigade Combat Team
Bde	Brigade
BES	Budget Estimate Submission
Bldg	Building
BLM	Bureau of Land Management
BMM	Borrowed Military Manpower
BMP	Best Management Practice
BN	Battalion
BO	Biological Opinion
BOD	Board of Directors
BOD5	Five-day Biological Oxygen Demand
BOS	Battlefield Operating System
BP	Before Present
BRAC	Base Realignment and Closure
BSA	Brigade Support Area
BSB	Base Support Battalion
BTU	British Thermal Unit

C-CHARLIE

C&D	Construction and Demolition
C3	Command, Control, Communications
C4	Command, Control, Communications, and Computers
C4I	Command, Control, Communications, Computers, and Intelligence
C&D	Construction and Demolition
CA	Commercial Activities
CA	Combat Arms
CAA	Clean Air Act
CAAA	Clean Air Act Amendments
CADD	Computer Aided Drafting and Design
CALFLEX	Combined Arms Live Fire Exercise
CALS	Committee for Ammunition Logistics Support
CAMTF	Combined Army Military Operations on Urbanized Terrain Task Force
CAR	Chief, Army Reserve
CASBC	Community Activities and Services Business Center
CATS	Combined Arms Training Strategy
CAV	Cavalry
CBE	Command Budget Estimate
CDNL	C-weighted Decibel Noise Level
CEHNDM	U.S. Army Engineering and Support Center, Huntsville Manual
CENDOC	Centralized Documentation
CENTCOM	Central Command
CEQ	Council on Environmental Quality
CERCLA	Comprehensive Environmental Response, Compensation & Liability Act
CERL	Construction Engineering Research Lab (USACE lab)
CFR	Code of Federal Regulations
CG	Commanding General
CHEM	Chemical
CHPPM	Center for Health Promotion & Preventive Medicine
CIF	Central Issue Facility
CINC	Commander in Chief (The President of the US)
CIO	Chief Information Officer
CIS	Capital Investment Strategy
CMI	Corrective Measures Implementation
CMO	Civil Military Operations
CMS	Corrective Measures Study
CMTC	Combat Maneuver Training Center
CO	Carbon Monoxide
CO	Company
COC	Council of Colonels
COE	Corps of Engineers
COF	Company Operations Facility
COFT	Conduct of Fire Trainer
CONOPS	Contingency Operations
CONUS	Continental United States
COSCOM	Corps Support Command
CP&L	Carolina Power and Light
CPA	Chief of Public Affairs
CPAC	Civilian Personnel Advisory Center
CPOC	Civilian Personnel Operations Center
CQB	Close Quarters Battle
CRA	Continuing Resolution Authority

CRB	Cultural Resources Branch
CRM	Cultural Resource Manager
CRP	Cultural Resources Program
CS	Combat Support
CSA	Chief of Staff of the Army
CSB	Combat Support Battalion
CSS	Combat Service Support
CTC	Combat Training Center
CWA	Clean Water Act
CX	Categorical Exclusion

D-DELTA

DA	Department of the Army
DA Form	Department of the Army Form
DA PAM	Department of the Army Pamphlet
DAQ	Department of Air Quality (North Carolina)
DASA	Deputy Assistant Secretary of the Army
DASAF	Director of Army Safety
dB	Decibel
dBA	A-weighted Decibels
dBC	C-weighted Decibels
dbh	Diameter at Breast Height
dBP	Linear Peak Decibel Level
DCS	Deputy Chief of Staff
DCSOPS	Deputy Chief of Staff for Operations
DCU	Desert Camouflage Uniform
DD Form	Department of Defense Form
DEIS	Draft Environmental Impact Statement
DEP	Director of Environmental Programs
DES	Duke Energy Services
DFAS	Defense Finance and Accounting Service
DLE	Directorate of Law Enforcement
DMM	Discarded Military Munitions
DMPRC	Digital Multi-Purpose Range Complex
DNL	Day-night noise level
DOC	Directorate of Contracting
DOD	Department of Defense
DODD	Department of Defense Directive
DODEA	Department of Defense Education Activity
DODI	Department of Defense Instruction
DOE	Department of Energy
DOI	Department of the Interior
DOIM	Directorate of Information Management
DOL	Directorate of Logistics
DOPAA	Description of Proposed Action & Alternatives
DOT	Director of Training
DOTLMS	Doctrine, Organization, Training, Leadership, Materials, and Soldiers
DOTMLPF	Doctrine, Organizations, Training, Material, Leadership and Education, Personnel, and Facilities
DMS	Directorate of Emergency Services
DPCA	Directorate of Personnel & Community Activities
DPTMS	Directorate of Plans, Training, Mobilization and Security
DPW	Directorate of Public Works
DRB	Division Ready Brigade
DRCS	Directorate of Recreation & Community Services
DRID	Defense Reform Initiative Directive
DRM	Directorate of Resource Management
DRMO	Defense Reutilization and Marketing Office
DS	Direct Support
DSEC	Directorate of Security
DU	Depleted Uranium
DUSD(I&E)	Deputy Under Secretary of Defense for Installations and Environment
DZ	Drop Zone

E-ECHO

EA	Environmental Assessment
EAC	Early Action Compact
EAC	Echelon Above Corps
EBS	Environmental Baseline Study/Survey
ECAS	Environmental Compliance Assessment System
ECB	Environmental Compliance Branch
ECM	Electronic Countermeasures
ECO	Environmental Compliance Officer
ECP	Engineering Change Proposals
EDATE	Effective Date
EIS	Environmental Impact Statement
EMB	Environmental Management Branch
EMC	Executive Management Council
EMS	Environmental Management System

EN	Engineer
ENMP	Environmental Noise Management Program
EO	Executive Order
EOC	Emergency Operations Center
EOD	Explosive Ordnance Disposal
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPAS	Environmental Performance Assessment System
EPP	Emergency Preparedness Plan
EPR	Environmental Program Requirements
EQCC	Environmental Quality Control Council
EQR	Environmental Quality Reporting
EQT	Environmental Quality Technology
ERCM	Environmental Regulatory Climate Model
ERDC	Engineer Research and Development Center
ESA	Endangered Species Act
ESB	Enhanced Separate Brigade
ESC	Executive Steering Committee
ESMP	Endangered Species Management Plan
ESOH	Environmental Safety and Occupational Health
ESQD	Explosive Safety-Quantity Distance
EUSA	Eighth United States Army

F-FOXTROT

FA	Field Artillery
FAA	Federal Aviation Administration
FAC	Facility Analysis Category
FARRP	Forward Area Rearm and Refuel Point
FB REG	Fort Bragg Regulation
FCC	Facility Category Code
FEBA	Forward Edge of the Battlefield
FEIS	Final Environmental Impact Statement
FEMA	Federal Emergency Management Agency
FF	Future Force
FI	Finance
FIFRA	Federal Insecticide, Fungicide, and Rodenticide Act
FIST	Fire Support Team
FMP	Forest Management Plan
FMTV	Family of Medium Tactical Vehicles
FNSI	Finding of No Significant Impact
FOA	Field Operating Agency
FORSCOM	Forces Command
FOUO	For Official Use Only
FPO	Federal Preservation Officer
FPO	Federal Protection Officer
FR	Federal Register
FRP	Facility Reduction Program
FSB	Forward Support Battalion
FSC	Federal Species of Concern
FSC	Forward Support Company
FSM	Facility Sustainment Model
FTX	Field Training Exercise
FUDS	Formerly Used Defense Sites
FY	Fiscal Year

G-GULF

GBA	Greenbelt Area
GC	Garrison Commander
GIS	Geographic Information System
GO	General Officer
GOSC	General Officer Steering Committee
GPCD	Gallons per capita per day
gpm	Gallons per minute
GPS	Global Positioning System
GSF	Gross Square Feet

H-HOTEL

HABS	Historic American Building Survey
HAP	Hazardous Air Pollutant
HE	High Explosive
HEPA	High-Efficiency Particulate Air
HM/HW	Hazardous Material/Hazardous Waste
HMA	Habitat Management Area
HMCC	Hazardous Material Control Center
HMCG	Hazardous Material Control Group
HMMWV	High-Mobility Multipurpose Wheeled Vehicle
HMP	Habitat Management Plan
HMSC	Headquarters Main Support Company
HPP	Historic Preservation Plan
HQ	Headquarters
HQDA	Headquarters Department of the Army
HQUSACE	Headquarters US Army Corps of Engineers
HQW	High Quality Waters
hr	hour
HW	Hazardous Waste
HWSF	Hazardous Waste Storage Facility

HWY	Highway

I-INDIA

IAP	Installation Action Plan
IAV	Interim Armored Vehicle
IAW	In Accordance With
ICAP	Installation Corrective Action Plan
ICM	Improved Conventional Munitions
ICRMP	Integrated Cultural Resource Management Plan
ICUZ	Installation Compatible Use Zone
IDG	Installation Design Guide
IDS	Intrusion Detection System
IET	Initial Entry Training
IFR	Instrument Flight Rules
IFS	Integrated Facility System
IG	Inspector General
IISC	ITAM Installation Steering Committee
ILO	Installation Law Office
IMA	Installation Management Agency
IN	Infantry
INRMP	Integrated Natural Resource Management Plan
IP	Individual Permit
IPAT	Integrated Process Action Team
IPB	Intelligence Preparation of the Battlefield
IPMP	Installation Pest Management Plan
IRP	Installation Restoration Program
ISCP	Installation Spill Contingency Plan
ISO	International Standards Organization
ISR	Installation Status Report
IT	Information Technology
ITAM	Integrated Training Area Management
ITC	Installation Training Capacity
IWAM	Installation Work Plan Analysis Module

J-JULIET

JBO	Jeopardy Biological Opinion
JD	Jurisdictional Determination
JFCOM	Joint Forces Command
JLUS	Joint Land Use Study
JP-8	Diesel Fuel
JRTC	Joint Readiness Training Center
JS	Joint Staff
JSOC	Joint Special Operations Command

K-KILO

KBC	Key Business Drivers
km	Kilometer
kV	Kilovolt
kVA	Kilovolt-Ampere
kW	Kilowatt
kWh	Kilowatt Hour

L-LIMA

LATN	Low Altitude Tactical Navigation
LBP	Lead-Based Paint
lb/yr	Pounds per year
LCID	Land Clearing and Inert Debris
LCM	Lamps containing mercury
LCTA	Land Condition Trend Analysis
LEA	Layaway Economic Analysis
LEA	Law Enforcement Agency
LEED	Leadership in Energy and Environmental Design
lf	Linear Feet
LID	Low Impact Development
LIMT	Low Impact Military Training
LOF	List of Figures
LOS	Level of Service
LOT	List of Tables
LPG	Liquid propane gas
LQG	Large Quantity Generator
LRAM	Land Rehabilitation Maintenance
LRC	Long-range Component
LTA	Local Training Area
LTM	Long-term Monitoring
LUC	Land Use Controls
LURS	Land Use Requirements Study
LZ	Landing Zone

M-MIKE

$\mu g/m^3$	micrograms per cubic meter
MACOM	Major Army Command
MDW	Military District of Washington
MCA	Military Construction Army
MCAR	Military Construction Army Reserve
MCNG	Military Construction National Guard
MCOFT	Mobile Conduct of Fire Trainer
MDEP	Management Decision Package
MDW	Military District of Washington
MEDCOM	Medical Command
METL	Mission Essential Task List
METT-T	Mission, Enemy, Troops, Terrain and Weather, Time Available

mgd	Million gallons per day
mg/m^3	milligrams per cubic meter
MI	Military Intelligence
MILCON	Military Construction
MILES	Multiple Integrated Laser Engagement System
MIPR	Military Interdepartmental Purchase Request
MLRS	Multi-Launch Rocket System
mm	millimeter
MOA	Memorandum of Agreement
MOOTW	Military Operations Other Than War
MOS	Military Occupational Specialty
MOU	Memorandum of Understanding
MOUT	Military Operations in Urban Terrain
MP	Military Police
MPRC	Multi Purpose Range Complex
MRE	Meal Ready to Eat
MSC	Major Subordinate Command
MSC	Medical Service Corps
MSC	Mobile Subscriber Equipment
MSDS	Material Safety Data Sheets
msl	Mean Sea Level
MSW	Municipal Solid Waste
MTA	Major Training Area
MTOE	Modified Table of Organization and Equipment
MTV	Medium Tactical Vehicles
MTW	Major Theater of War
MVA	Megavolt-amperes
MWR	Morale Welfare Recreation

N-NOVEMBER

NAAQS	National Ambient Air Quality Standards
NAEP	National Association of Environmental Professionals
NAF	Nonappropriated Funds
NAGPRA	Native American Graves Protection and Repatriation Act
NBC	Nuclear, Biological, Chemical
NC	North Carolina
NCA	National Command Authority (the President)
NCAC	North Carolina Administrative Code
NCDENR	North Carolina Department of Environment and Natural Resources
NCDOC	North Carolina Department of Commerce
NCDOT	North Carolina Department of Transportation
NCNG	North Carolina Natural Gas
NCO	Non-Commissioned Officer
NCSHPO	National Conference of State Historic Preservation Officers
NCSCP	North Carolina Sandhills Conservation Partnership
NCWRC	North Carolina Wildlife Resources Commission
NEPA	National Environmental Policy Act
NFWS	National Fish and Wildlife Service
NGB	National Guard Bureau
NGO	Non Governmental Organization
NHL	National Historic Landmark
NHPA	National Historic Preservation Act
NHO	Native Hawaiian Organization
NO_2	Nitrous Oxide
NOI	Notice of Intent
NORTHCOM	Northern Command
NOV	Notice of Violation
NPDES	National Pollutant Discharge Elimination System
NPS	National Park Service
NRCS	Natural Resource Conservation Service
NRD	Natural Resources Division
NRHP	National Register of Historic Places
NSA	National Security Agency
NTA	Northern Training Area
NTC	National Training Center
NTHP	National Trust for Historic Preservation
NWI	National Wetland Inventory
NWP	Nationwide Permit

O-OSCAR

O_3	Ozone
O&M	Operations and Maintenance
OACSIM	Office of the Assistant Chief of Staff for Installation Management
OB/OD	Open Burning/Open Detonation
OCLL	Office of Congressional Legislative Liaison
OCONUS	Outside the Continental U.S.
ODEP	Office of the Director of Environmental Programs
OMA	Operations and Maintenance, Army
OOTW	Operations Other Than War
OPA	Other Procurement Army
OPFOR	Opposing Forces
OPTEMPO	Operations Tempo

ORAU	Oak Ridge Associated Universities
ORD	Ordnance
ORISE	Oak Ridge Institute for Science and Education
OSD	Office of the Secretary of Defense
OSHA	Occupational Safety and Health Act
OSHA	Occupational Safety and Health Administration
OSUT	One Station Unit Training
OTC	Operational Test Command
OWS	Oil/Water Separator

P-PAPA

P2	Pollution Prevention
PA	Programmatic Agreement
PAO	Public Affairs Office
PAT	Process Action Team
Pb	Lead
PBAC	Program Budget Advisory Committee
PBD	Presidential Budget Decision
PBG	Program Budget Guidance
PCB	Polychlorinated Biphenyl
PDF	Portable document format
PE	Program Element
PEL	Permissible Exposure Limit
PEO	Program Executive Officer
PFP	Partnership for Peace
PL	Phase Line
PL	Public Law
PM	Particulate Matter
$PM_{2.5}$	Particulate Matter with diameter of 2.5 microns or less
PM_{10}	Particulate Matter with diameter of 10 microns or less
PMR	Process Management Review
PN	Project Number
POC	Point of Contact
POI	Program of Instruction
POL	Petroleum, Oil, and Lubricants
POM	Program Objective Memorandum
POV	Privately-Owned Vehicle
PP	Power Projection Platform (Installations of Importance to Mobilization)
PPBES	Planning, Programming, Budgeting and Execution System
ppm	parts per million
PPRFA	Past, Present and Reasonably Foreseeable Future Actions
PPV	Public-Private Venture
psi	pounds per square inch
PSP	Power Support Platform (Installation which support mobilization)
PSYOPS	Psychological Operations
PT	Physical Training
PVC	Polyvinyl Chloride
PWC	Public Works Commission
PX	Post Exchange

Q- QUEBEC

QA	Quality Assurance Program
QM	Quartermaster
QMB	Quality Management Board
QRP	Qualified Recycling Program

R-ROMEO

RAB	Restoration Advisory board
RBC	Readiness Business Center
RBCA	Risk-based Corrective Action
RC	Reserve Component
RCI	Residential Community Initiative
RCRA	Resource Conservation & Recovery Act
RCW	Red-cockaded Woodpecker
R&D	Research and Development
RDP	Range Development Plan
RDT&E	Research, Development, Test and Evaluation
RDX	Royal Demolition Explosives
REC	Record of Environmental Consideration
RFA	RCRA Facility Assessment
RFI	RCRA Facility Investigation
RFMSS	Range Facility Management Support System
RFP	Request for Proposals
RLUAC	Regional Land Use Advisory Commission
RMW	Regulated Medical Waste
ROD	Record of Decision
ROE	Rules of Engagement
ROI	Region of Influence
RONA	Record of Non-applicability
ROTC	Reserve Officer Training Corps
ROW	Right-of-Way
ROWPU	Reverse Osmosis Water Purification Unit
RPEO	Real Property Environmental Overlay
RPLANS	Real Property Planning and Analysis System
RPM	Reasonable and Prudent Measure
RPMP	Real Property Master Plan

RSO&I	Reception, Staging, Onward Movement and Initiative
RTLP	Range and Training Land Program
RTSC	Regional Training Support Center

S-SIERRA

S&S	Supply and Service
SAC	Special Areas of Conservation
SAP	Satellite Accumulation Point
SBCT	Stryker Brigade Combat Team
SC	Signal Corps
SCMP	Soil Conservation Master Plan
SCP	Soil Conservation Plan
SCUBA	Self-contained Underwater Breathing Apparatus
SDZ	Surface Danger Zone
SEAD	Suppression of Enemy Air Defense
SEDRE	Sealift Emergency Deployment Readiness Exercise
SEI	Sustainable Ecosystem Institute
sf	Square feet
SF	Special Forces
SFG	Special Forces Group
SFP	Special Force Package
SHPO	State Historic Preservation Officer
SINCGARS	Single Channel Ground and Airborne Radio System
SIP	State Implementation Plan
SISWMP	Sustainable Integrated Solid Waste Management Plan
SJA	Staff Judge Advocate
SME	Subject Matter Expert
SMSA	Standard Metropolitan Statistical Area
SO_2	Sulfur Dioxide
SOC	Special Operations Command
SOF	Special Operations Forces
SOFLOG	Special Operations Forces Logistics
SOG	Standard Operating Guidelines
SOP	Standard Operating Procedures
SOPC	Special Operations Preparation and Conditioning Course
SOSB	Special Operations Support Battalion
Spp.	Species (various)
SPCCP	Spill Prevention Control and Countermeasures Plan
SPiRiT	Sustainable Project Rating Tool
SRA	Sustainable Range Awareness
SRC	Short-range Component
SRM	Sustainment, Restoration, and Maintenance
SRP	Sustainable Range Program
STARC	State Area Commands, (ARNG Organizations)
STRAC	Standards and Training Commission
STRACNET	Strategic Rail Corridor Network
STRAHNET	Strategic Highway Network
SUS	Sandhills Utility Service
SVOC	Semi-volatile Organic Compounds
SWCS	Special Warfare Center and School
SWMU	Solid Waste Management Unit

T-TANGO

T&E	Threatened and Endangered (Species)
T2	Training Transformation
TACR	Tactical Air Control Party
TADSS	Training Aids, Devices, Simulators, and Simulations
TAP	The Army Plan
TAG	The Adjutant General
TBUD	Training Budget
TC	Training Circular
TC	Transportation Corps
TDA	Table of Distribution & Allowances
TDP	Technical Data Package
TEWT	Tactical Exercise Without Troops
THPO	Tribal Historic Preservation Officer
TI	Technical Instruction
TISA	Troops Issue Subsistence Activity
TM	Technical Manual
TNC	The Nature Conservancy
TOC	Table of Contents
TOC	Tactical Operations Center
TOE	Table of Organization & Equipment
TPFDL	Time Phased Force Deployment List
TPU	Troop Program Unit
TRADOC	Training and Doctrine Command
TRI	Training Requirement Integration
TRM	Training Resource Model
TRP	Target Reference Point
TSCA	Toxic Substances Control Act
TSD	Treatment, Storage, and Disposal

TSP	Training Support Package
TSQMB	Training Support Quality Management Board
TSS	Total Suspended Solids
TT	Technology Team
TTP	Tactics, Techniques and Procedures

U-UNIFORM

UAV	Unmanned Aerial Vehicle
UBL	Unit Basic Load of Ammunition
UFC	Unified Facility Criteria
UFR	Unfinanced Requirement
US	United States
USAAA	United States Army Agency
USACE	United States Army Corps of Engineers
USAEC	United States Army Environmental Center
USAES	United States Army Engineer School
USAESCH	United States Army Engineering and Support Center, Huntsville
USAR	United States Army Reserve
USARC	United States Army Reserve Command
USAREUR	United States Army Europe
USARPAC	United States Army Pacific
USARSO	U.S. Army South (Panama)
USASOC	United States Army Special Operations Command
USATC	United States Army Training Center
USC	United States Code
USDA	United States Department of Agriculture
USEPA	United States Environmental Protection Agency
USFWS	United States Fish and Wildlife Service
USGS	United States Geological Survey
USMA	United States Military Academy
USSOCOM	United States Special Operations Command
USR	Unit Status Report
UST	Underground Storage Tank
UXO	Unexploded Ordnance

V-VICTOR

VFR	Visual Flight Rules
VOC	Volatile Organic Compounds

W-WHISKEY

WAMC	Womack Army Medical Center
WES	Waterways Experiment Station (Corps of Engineers lab)
WO	Warrant Officer
WTP	Water Treatment Plant
WTS	Waste Transfer Station
WWII	World War II
WWTP	Wastewater Treatment Plant

X-XRAY

Y-YANKEE

Z-ZULU

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A.2 Glossary of NEPA Planning Terms

The following definitions provide a basic overview of the meaning and intent of terms used throughout this SOP. These definitions come from official NEPA sources including 40 CFR 1500-1508, 32 CFR 651, and CEQ guidance. However, this list is neither exhaustive nor officially audited for accuracy. Thus, any question as to the accuracy of a definition provided below must always defer to regulatory guidance and definitions provided in the three sources just cited.

Administrative Record

A record of all documents (hard copies, electronic files, briefing charts, files, photographs, or other documents and records) relied upon in preparing a NEPA document. The administrative record documents the proponent's consideration of all relevant and reasonable factors and should include evidence of diverging opinions and criticisms of the proposed action or its reasonable alternatives. Overall, the administrative record should demonstrate and document that the Army took a "hard look" at the proposed action and its reasonable alternatives as required by law.

Alternative / Alternative Courses of Action

This describes an alternate location or method of accomplishing a ***Proposed Action***. The section of an EA describing the proposed alternatives is the heart of the environmental assessment or environmental impact statement. It should present the alternatives in comparative form, thus sharply defining the alternatives, assessing their suitability using alternative selection criteria, and providing a clear basis for choice among options by the decision maker and the public. In this section, agencies shall:

a. Rigorously explore and objectively evaluate all reasonable alternatives, and for alternatives that were eliminated from detailed study, briefly discuss the reasons for their having been eliminated.

b. Devote substantial treatment to each alternative considered in detail so that reviewers may evaluate their comparative merits.

c. Include reasonable alternatives not within the jurisdiction of the lead agency.

d. Include the alternative of no action.

e. Identify the agency's preferred alternative or alternatives, if one or more exists, in the draft statement and identify such alternative in the final statement unless another law prohibits the expression of such a preference.

f. Identify appropriate mitigation measures not already included in the proposed action or alternatives descriptions.

Baseline

The initial environmental conditions of a site against which the environmental consequences of various alternative actions are evaluated.

Best Management Practice (BMP)

Any accepted practice, action, or guideline identified by installation policy, specification, or Installation Design Guide that prevents or reduces the impact of an action on a resource. A BMP used to reduce an impact below a level of significance is considered mitigation under NEPA and 32 CFR 651. For example, a BMP may be used to control nonpoint-source pollution or protect the productivity of a resource. They are flexible, workable guidelines that are adaptable to a very wide range of practices and site conditions. At Fort Bragg, some BMPs have been given the force of required action once an installation policy is issued mandating the use of those BMPs (e.g., requirement of all installation construction projects to have a Fort Bragg-reviewed and approved sedimentation and erosion control plan). See also ***Mitigation***.

Categorical Exclusion (CX)

A category of actions that do not individually or cumulatively have a significant effect on the human environment and that have been found to have no such effect in procedures adopted by a federal agency in implementation of these regulations and for which, therefore, neither an environmental assessment nor an environmental impact statement is required. The Army may decide in its procedures, or otherwise, to prepare environmental assessments for the reasons stated in 32 CFR 651 Appendix B even though it is not required to do so. Any procedures under this section shall provide for extraordinary circumstances in which a normally excluded action may have a significant environmental effect.

Council on Environmental Quality (CEQ)

Established within the Executive Office of the President under the National Environmental Policy Act of 1969 (NEPA).

Cumulative Impact

The impact on the environment that results from the incremental impact of the action when added to other past, present, and reasonably foreseeable future actions regardless of what agency (federal or non-federal) or person undertakes such other actions. Cumulative impacts can result from individually minor but collectively significant actions taking place over a period of time.

Description of Proposed Action and Alternatives (DOPAA)

This is the basic information necessary for assessing the environmental impact of a proposal. It describes the proposed action, the alternatives to be considered, and the rationale used to arrive at the proposed action.

Direct Effects

See ***Impacts***.

Effects

See ***Impacts***.

Endangered Species

A plant or animal that is threatened with extinction or serious depletion in its range and formally listed as such by the USFWS.

Environmental Assessment (EA)

A concise public document for which a federal agency is responsible that serves to:

a. Briefly provide sufficient evidence and analysis for determining whether to prepare an environmental impact statement or a finding of no significant impact.

b. Aid an agency's compliance with the Act when no environmental impact statement is necessary.

c. Facilitate preparation of a statement when one is necessary.

d. Include brief discussions of the need for the proposal, of alternatives, of the environmental impacts of the proposed action and alternatives, and a listing of agencies and persons consulted.

Environmental Impact Statement (EIS)

An EIS is prepared for any major federal action in which there is a potential for significant impacts that cannot be mitigated. This document is a detailed statement by the responsible official on:

a. The environmental impacts of the proposed action

b. Any adverse environmental effects that cannot be avoided should the proposal be implemented

c. Alternatives to the proposed action

d. The relationship between local short-term uses of man's environment and the maintenance and enhancement of long-term productivity

e. Any irreversible and irretrievable commitments of resources which would be involved in the proposed action should it be implemented

Prior to making any detailed statement, the responsible federal official shall consult with and obtain the comments of any federal agency that has jurisdiction by law or special expertise with respect to any environmental impact involved. Copies of such statement and the comments and views of the appropriate federal, state, and local agencies that are authorized to develop and enforce environmental standards, shall be made available to the President, the Council on Environmental Quality, and the public as provided by Section 552 of Title V, United States Code, and shall accompany the proposal through the existing agency review processes.

Finding of No Significant Impact (FNSI or FONSI)

The FNSI is a document that briefly states why an action will not significantly affect the environment, thus voiding the requirement for an EIS. The FNSI will include a summary of the conclusions of the environmental assessment and will note any environmental documents related to it. If the EA is attached, the FNSI need not repeat any of the EA's discussion, but may incorporate it by reference. A FNSI is always signed by the decision maker.

Historic District

A geographically defined area designated as possessing a concentration, linkage, or continuity of sites, buildings, structures, or objects of historic, archeological, architectural, or aesthetic value.

Historic Property

Any prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion in the National Register of Historic Places.

Human Environment

This term is interpreted comprehensively to include the natural and physical environment and the relationship of people with that environment. (See ***Effects***.) This means that economic or social effects are not intended by themselves to require preparation of an environmental impact statement. When an environmental impact statement is prepared and economic or social and natural or physical environmental effects are interrelated, then the environmental impact statement will discuss all of these effects on the human environment.

Impacts (also known as ***Effects***)

Any change – positive/beneficial or negative/adverse – in the current or future condition of a resource. Effects and impacts, as used in NEPA regulations and 32 CFR 651, are synonymous.

For the purpose of NEPA, there are three categories of impacts:

a. ***Direct impacts*** are caused by the action and occur at the same time and place.

b. ***Indirect impacts*** are caused by the action that occur later in time or farther removed in distance but are still reasonably foreseeable. Indirect impacts may include growth-inducing impacts and other effects related to induced changes in the pattern of land use, population density or growth rate, and related impacts on air and water and other natural systems, including ecosystems.

c. ***Cumulative impacts*** result from the incremental effect of separate past, present, and reasonably foreseeable future actions on a resource, regardless of what agency or person undertakes each of the actions. A cumulative impact may accrue from individually minor but collectively significant actions taking place over an extended period of time.

For the purposes of an EA, the severity of an impact is measured regulatorially simply as significant or non-significant. An impact in an EA that breaches the significant severity typically triggers the development of an EIS unless that impact can be mitigated below significance. An EIS is written as a result of some significant impact. As a result, it is more important in an EIS to measure relative differences between impacts of alternatives in order to make a better decision. In these cases, the EIS likely will provide a broader measure of the severity of impact each action has on a resource (e.g., none, low, moderate, high, significant).

Types of impacts include ecological (such as the effects on natural resources and on the components, structures, and functioning of affected ecosystems), aesthetic, historic, cultural, economic, social, or health, whether direct, indirect, or cumulative. An action may have both beneficial and detrimental impacts, even if on balance the agency believes that the impact will be beneficial.

Indirect Effects

See ***Impacts***.

Lead Agency

The agency or agencies preparing or taking primary responsibility for a NEPA document.

Major Federal Action

Includes actions with effects that may be major and that are potentially subject to federal control and responsibility. This term reinforces but does not have a meaning independent of "significantly affecting the environment," and will be interpreted in that context. A federal proposal with "significant effects" requires an EIS, whether it is "major" or not. Conversely, a "major federal action" without "significant effects" does not necessarily require an EIS.

Actions include the circumstance where the responsible officials fail to act and that failure to act is reviewable by courts or administrative tribunals under the Administrative Procedure Act or other applicable law as agency action.

a. Actions include new and continuing activities, including projects and programs entirely or partly financed, assisted, conducted, regulated, or approved by federal agencies; new or revised agency rules, regulations, plans, policies, or procedures; and legislative proposals. Actions do not include funding assistance solely in the form of general revenue sharing funds, distributed under the State and Local Fiscal Assistance Act of 1972, 31 U.S.C. 1221 et seq., with no federal agency control over the subsequent use of such funds. Actions do not include bringing judicial or administrative civil or criminal enforcement actions.

b. Federal actions tend to fall within one of the following categories:

    1. Adoption of official policy, such as rules, regulations, and interpretations adopted pursuant to the Administrative Procedure Act, 5 U.S.C. 551 et seq.; treaties and international conventions or agreements; formal documents establishing an agency's policies that will result in or substantially alter agency programs.

    2. Adoption of formal plans, such as official documents prepared or approved by federal agencies that guide or prescribe alternative uses of federal resources, upon which future agency actions will be based.

    3. Adoption of programs, such as a group of concerted actions to implement a specific policy or plan; systematic and connected agency decisions allocating agency resources to implement a specific statutory program or executive directive.

    4. Approval of specific projects, such as construction or management activities located in a defined geographic area. Projects include actions approved by permit or other regulatory decision as well as federal and federally assisted activities.

Mitigation

A mitigation is any action performed to prevent an impact from becoming significant. There are five primary types of mitigation, including:

a. Avoiding the impact altogether by not taking a certain action or parts of an action

b. Minimizing impacts by limiting the degree or magnitude of the action and its implementation

c. Rectifying the impact by repairing, rehabilitating, or restoring the affected environment

d. Reducing or eliminating the impact over time by preservation and maintenance operations during the life of the action

e. Compensating for the impact by replacing or providing substitute resources or environments

See also ***Best Management Practices***

NEPA document

A document that fulfills the requirement of the National Environmental Policy Act. Depending on the magnitude and scope of the proposed action, it could be a categorical exclusion, an environmental assessment, or environmental impact statement.

NEPA process

All measures necessary for compliance with the requirements of Section 2 and Title I of NEPA of 1969 and with 32 CFR 651, "Environmental Analysis of Army Actions."

Notice of Intent (NOI)

The NOI is the formal public notice that an environmental impact statement will be prepared and considered. The notice shall briefly:

a. Describe the proposed action and possible alternatives.

b. Describe the agency's proposed scoping process including whether, when, and where any scoping meeting will be held.

c. State the name and address of a person within the agency who can answer questions about the proposed action and the environmental impact statement.

It must be published in the Federal Register and in newspapers with appropriate or general circulation in the areas potentially affected by the proposed action. The specific details of preparing and distributing an NOI are presented in 32 CFR 651.45(a).

Proponent

Identification of the proponent depends on the nature and scope of a proposed action. Any Army structure may be a proponent. In general, however, the proponent is the unit, element, or organization that is responsible for initiating or carrying out the proposed action. The proponent has the responsibility to prepare and/or secure funding for preparation of the environmental documentation.

Proposed Action

The action or actions to be performed to address a defined purpose and need. The proposed action description should not include a reference to a specific location unless that location is required by Congressional mandate in the project funding. See also ***Alternative***.

Purpose and Need

The Purpose and Need Statement will be the basis for ultimately identifying the preferred alternative (package of modal alternatives) that meets the underlying need and best achieves the purposes and environmental goals to be attained for the I-70 Programmatic Environmental Impact

Statement (PEIS) between C-470 and Glenwood Springs, Colorado. The Purpose and Need Statement will also serve as the scope of the decision factors for the selection of the preferred alternative in the Record of Decision.

Record of Decision (ROD)

The ROD is the decision document resulting from the preparation of an EIS. Like a FNSI, it provides a detailed summary of the proposed action(s) and alternatives, the potential impacts, conclusions of the EIS analysis, and the final decision of the project decision-maker. There are regulatory requirements for its content and for its publication in the Federal Register. See 32 CFR 651.26, 651.45, and 651.45 for more information.

Record of Environmental Consideration (REC)

The REC describes the proposed action and anticipated timeframe, identifies the proponent, and explains why further environmental analysis and documentation is not required. It is a signed statement to be submitted with project documentation. It is used when the proposed action is exempt from the requirements of NEPA, or has been adequately assessed in existing documents and determined not to be environmentally significant. A REC is also used to document the use of those CX that require such records. (AR 200-2)

Scope

Consists of the range of actions, alternatives, and impacts to be considered in an environmental impact statement. The scope of an individual statement may depend on its relationships to other statements (also see tiering). To determine the scope of environmental impact statements, agencies shall consider three types of actions, three types of alternatives, and three types of impacts. They include:

a. Actions (other than unconnected single actions) that may be:
    1. Connected actions, which means that they are closely related and therefore should be discussed in the same impact statement. Actions are connected if they:
        i. Automatically trigger other actions that may require environmental impact statements.
        ii. Cannot or will not proceed unless other actions are taken previously or simultaneously.
        iii. Are interdependent parts of a larger action and depend on the larger action for their justification.
    2. Cumulative actions, which when viewed with other proposed actions have cumulatively significant impacts and should therefore be discussed in the same impact statement.
    3. Similar actions, which when viewed with other reasonably foreseeable or proposed agency actions, have similarities that provide a basis for evaluating their environmental consequences together, such as common timing or geography. An agency may wish to analyze these actions in the same impact statement. It should do so when the best way to assess adequately the combined impacts of similar actions or reasonable alternatives to such actions is to treat them in a single impact statement.

b. Alternatives, which include:
    1. No action alternative
    2. Other reasonable courses of actions
    3. Mitigation measures (not in the proposed action)

c. Impacts, which may be:

1. Direct
2. Indirect
3. Cumulative

Scoping

The early and open process for identifying actions, impacts, issues and alternatives that will be addressed in a NEPA document. It requires involvement of agency staff, members of the public, and public agencies in focusing the scope of the document by identifying issues of concern for detailed evaluation and consideration, while eliminating issues of minor relevance. Scoping should also facilitate efficient preparation of the NEPA document by identifying interested members of the public, public agencies with relevant expertise, and cooperating agencies; ascertaining concurrent related permits and compliance processes; assigning document preparation tasks and responsibilities; and, setting reasonable time and page limits.

Significant / Significantly / Significance

As used in NEPA, the significance of an action's, program's, or project's significance requires considerations of both context and intensity, as defined in 40 CFR 1508.27 and below:

a. Context means that the significance of an action must be analyzed in several contexts such as society as a whole (human, national), the affected region, the affected interests, and the locality. Significance varies with the setting of the proposed action. For instance, in the case of a site-specific action, significance would usually depend upon the effects in the locale rather than in the world as a whole. Both short- and long-term effects are relevant.

b. Intensity refers to the severity of impact. Responsible officials must bear in mind that more than one agency may make decisions about partial aspects of a major action. The following should be considered in evaluating intensity:

1. Impacts that may be both beneficial and adverse. A significant effect may exist even if the federal agency believes that on balance the effect will be beneficial.
2. The degree to which the proposed action affects public health or safety.
3. Unique characteristics of the geographic area such as proximity to historic or cultural resources, park lands, prime farmlands, wetlands, wild and scenic rivers, or ecologically critical areas.
4. The degree to which the effects on the quality of the human environment are likely to be highly controversial.
5. The degree to which the possible effects on the human environment are highly uncertain or involve unique or unknown risks.
6. The degree to which the action may establish a precedent for future actions with significant effects or represents a decision in principle about a future consideration.
7. Whether the action is related to other actions with individually insignificant but cumulatively significant impacts. Significance exists if it is reasonable to anticipate a cumulatively significant impact on the environment. Significance cannot be avoided by terming an action temporary or by breaking it down into small component parts.
8. The degree to which the action may adversely affect districts, sites, highways, structures, or objects listed in or eligible for listing in the National Register of Historic Places or may cause loss or destruction of significant scientific, cultural, or historical resources.

9. The degree to which the action may adversely affect an endangered or threatened species or its habitat that has been determined to be critical under the Endangered Species Act of 1973.
10. Whether the action threatens a violation of federal, state, or local law or requirements imposed for the protection of the environment.

Threatened Species

A species likely to become endangered within the foreseeable future throughout all or a significant portion of its natural range.

Tiering

Refers to the coverage of general matters in broader environmental impact statements (such as national program or policy statements) with subsequent narrower statements or environmental analyses (such as regional or basin-wide program statements or ultimately site-specific statements) incorporating by reference the general discussions of the broader EIS and concentrating solely on the issues specific to the statement subsequently prepared. *Tiering* is appropriate when the sequence of statements or analyses is:

a. From a program, plan, or policy environmental impact statement to a program, plan, or policy statement or analysis of lesser scope or to a site-specific statement or analysis.
b. From an environmental impact statement on a specific action at an early stage (such as need and site selection) to a supplement (which is preferred) or a subsequent statement or analysis at a later stage (such as environmental mitigation). *Tiering* in such cases is appropriate when it helps the lead agency to focus on the issues that are ripe for decision and exclude from consideration issues already decided or not yet ripe.

Appendix B Document Revision History

Document Name: Volume 1: Fort Bragg Military Reservation National Environmental Policy Act and Environmental Project Management Standard Operating Procedures

Revision Date:	Revision(s) Made:	Revised By:
25 Oct 2005	Final draft version staffed to Directorate of Public Works	dbc
12 Dec 2005	Initial final version approved and published	dbc/sh